

TCOB/Registration Instructions

There are three simple steps to registration for our continuing students (including El Rancho students):

Step 1: Complete and submit the mandatory forms through your **Parent Portal** (not student portal). <https://ps.orangeusd.org>

Step 2: Print & sign the Confirmation Page/Emergency Card and any other applicable forms.

Step 3: Bring all documents with you on your assigned Taking Care of Business date and time.

- Confirmation Page/Emergency Card
- Over-the-Counter Medication Authorization Form

Step 4 (Optional): Canyon documents.

<https://www.canyonhighschool.org/about/taking-care-of-business>

- 2022 – 2023 PTSA Membership Form
- Purchase sheet and payment method
- PSS Imaging form and payment

On Taking Care of Business Day students will:

- Turn in the Confirmation Page/Emergency Card and any other forms.
- Pick up class list and locker assignments.
- Pick up textbooks.
- Take picture and receive ID card.
- Purchase optional items such as ASB stickers and yearbooks