

2025-26 OCCS Registration Instructions (PS -8)

Dear OCCS Families:

Your OCCS student registration information is ready to be completed online using JMC. **The deadline for completing this information is Thursday, July 3, 2025.**
(*please note this deadline!)

Step-by-step process to completing the online registration:

- To log into your families JMC account click [here](#). Please make sure the school year selected on this page is 2025-2026. Your username is your last name, if you do not know your password it can be reset using the "Forgot your password" link on that page and reset it via email.
- Select "Register for 2025-2026" on the left side
- Select "Start/Continue the Registration Process" (print the instruction documents from this screen if needed)
- Select "Next" in the top right corner of this page to update your contact information. The first phone number and email address listed will be printed in the Parent Directory. Under the cell phone option, make sure you mark the "SMS (Text Message)" box to receive our text messages.
- As you progress through the screens, a series of questions will come up—each one will require an answer. If the answer to a question is "none", you will need to type "none" in that box.
- When you get to emergency contact, this should be a non-household member that we can contact in an emergency that lives nearby **if we cannot reach parents.**
- Continue through the next screens until you get to the last screen and **be sure to click on the "finish" button.**
- Click on the link to sign the forms and add your signature to the required forms (2 forms). You have now completed the online registration.

Please be prepared to submit payments for each of the following by **August 8, 2025** (check, cash or Venmo):

1. **Tuition** -all families are required to pay any balances not covered by your student's ESA. ESA funds are \$7988 per student who qualified. Tuition is:

OCCS 25-26 Tuition	
Kindergarten Tuition	\$8,915.00
Students in Grades 1-8	\$10,450.00
Preschool Tuition	\$3,040.00
Cubs Care (M - Th)	\$3,130.00
Cubs Care (2 days)	\$1,725.00
Friday Care Preschool	\$950.00
Friday Care Kindergarten	\$710.00

2. **Food Service**- checks are payable to "OCCS Food Service" or Venmo with food service in the memo. We ask that all families keep a positive balance on their food service account throughout the year.

3. **Music program**- if your child is renting a band or string instrument, those charges will be billed through JMC. If you have remaining ESA funds, they can be applied to these fees.

Please note that all previous years tuition/ESA credits and food service credits will be transferred over after **August 1**. NICSTO scholarships and TRIP payouts will also be posted after August 1. You can view this information through JMC.

We will be sending out more details regarding changes in how tuition fees, payments and credits will be applied during August.