



Career and Technical Education
2025 E. Winsett
Tucson, AZ 85719
Phone: (520) 225-4652 Fax: 225-4873



TUSD JTED Satellite Course Registration Instructions

For Students Currently Enrolled in a TUSD High School Wishing to Attend a JTED Satellite Course at another TUSD High School:

1. Complete the TUSD JTED Course Registration Form. This form is available on the TUSD CTE Department Website at <http://instech.tusd.k12.az.us/career/index.html> and in the Attendance Office of each TUSD High School.
2. Contact your preferred high school JTED Satellite course site or the TUSD CTE Office at 225-4652 regarding JTED Satellite course availabilities.
3. Register in person at the high school offering the available JTED Satellite course. **A parent or guardian must accompany a student to complete a registration packet.**
4. Attendance/Registrar personnel at the JTED Satellite course site will check the completed TUSD JTED Registration Form for signatures, process the JTED Satellite course registration and fax the TUSD JTED Registration Form to the student's TUSD Primary High School Registrar's Office.

For Students Not Currently Enrolled in a TUSD High School or Private School* (such as those coming from a Charter School, Home School, or another Pima County School District):

1. Complete a Standard TUSD Registration Form **and** a TUSD JTED Course Registration Form. These forms are available on the TUSD CTE Department Website at <http://instech.tusd.k12.az.us/career/index.html> and in the Attendance Office of each TUSD High School.
2. Contact your preferred TUSD High School site or the TUSD CTE Office at 225-4652 for information regarding JTED Satellite course availabilities.
3. Register in person at the high school offering the available JTED Satellite course. **A parent or guardian must accompany a student to complete a registration packet.**
4. Attendance/Registrar personnel at the JTED Satellite course site will check the completed TUSD JTED Registration Form for signatures, process the JTED Satellite course registration and fax the TUSD JTED Registration Form to the student's Primary School District/High School Registrar's Office.

***Please Note: Private School Students should contact the Pima County JTED Office at 745-4588 for tuition and registration information and procedures.**