

AMHS SCRIP PROGRAM DETAILS

Please read the SCRIP FAQs for greater detail and answers to many common questions.

AMHS ORDER DATES

Online Orders and Payments due by 9AM on Mondays

2009	
June 1 st	Oct 12 th
July 13 th	Oct 26 th
Aug 31 st	Nov 9 th
Sept 14 th	Nov 30 th
Sept 28 th	Dec 7 th

2010		
Jan 11 th	Apr 12 th	
Feb 8 th	Apr 26 th -	<i>Graduating family's last order</i>
Mar 1 st	May 10 th -	<i>last order for 2009-2010</i>
Mar 29 th	May 24 th -	<i>first order for 2010-2011</i>

Pick up SCRIP on the Thursday following the order date in Student Services, located in Heath Hall.

INVENTORY SALES

There will be SCRIP inventory sales advertised on an "as needed" basis, including:

- o Monday, December 14th at 1:30PM

AMHS WEBSITE & ORDERING PROCESS

Your family must register prior to ordering SCRIP the first time. If your family has ordered in the past, there is no need to re-register.

All SCRIP certificates/cards are ordered online.

- o Access the www.amhsscrip.org website.
- o Type the FIRST NAME of your student. (Note: type the student's formal name, not their nickname.)
- o Type the LAST NAME of your student.
- o Create a USER NAME. This should be a familiar name. You may use your AMHS PowerSchool user name if you prefer.
- o Enter your E-MAIL ADDRESS.
- o Create a PASSWORD. This should be a familiar password. You may use your AMHS PowerSchool password if you prefer.
- o Confirm your PASSWORD.

- Check the REMEMBER ME box. Each time you access this website, your name and coded password will appear.
- Follow the instructions to place your order by 9AM of the order date.
- Payment is due in the school office by 9AM of the order date. Make checks payable to "AMHS SCRIP".

Please contact the SCRIP coordinator if your family does not have computer access or if you are having problems registering or accessing the site.

SCRIP PICK UP TIMES and AUTHORIZATION

Your order is available for pick up after school on the Thursday following the Monday order date.

Completed orders are available in Student Services. Your SCRIP orders can be picked up by another person, **provided that we have authorization to distribute to people other than you.**

Please e-mail us your authorization: scrip@am-hs.org

2009-2010 SCRIP Coordinator:

Ann Adams

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