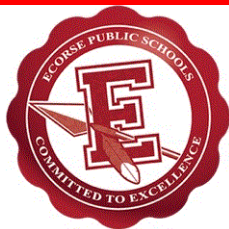


ECORSE PUBLIC SCHOOLS



DISTRICT ENROLLMENT

PARENT/LEGAL GUARDIAN REQUIREMENTS

Welcome to the Ecorse Public School District. It is our desire that your family's experience with Ecorse Public Schools will be one of fulfillment, enrichment and exceptional opportunities. Below is a checklist of the required documents and information necessary to complete the student enrollment process. Because of the numerous state and local reporting guidelines, this process can be time consuming and paper intensive. It is our hope that by providing you with this checklist the experience will be less cumbersome. Once you have completed the enrollment application forms, and gathered the required documentation, you may stop by any of our schools and submit your application. During the enrollment process, staff will review your student's enrollment materials and discuss any further documentation needs based on your unique circumstances. The enrollment process must be completed in person by a parent or legal guardian. A child to enroll in Pre-Kindergarten must be _____ year old on or before _____. A child to enroll in Kindergarten must be _____ years on or before _____. A child enrolling on our Alternative Program (Credit Recovery) must be 16 – 19 years old.

Required Forms:

- Student Enrollment Form
 - Supplemental Language Survey (required)
 - Health Information Survey (if applicable)
 - Student Residency Questionnaire
 - Original birth certificate (with raised seal), student passport or visa
 - Official immunization records
 - Pre-K, Kindergarten, 6th & 7th grade: health appraisal/vision screening/dental
 - Address of the school your student last attended
 - Certified copies of court orders or placement papers, if applicable (i.e., Appointment of legal guardianship, divorce decree, etc.)
- AND

- Two (2) different current utility bills: •Gas • Electric •Cable TV •Land line phone bill with the name and AAPS District address of the person enrolling the student or written start up confirmation from company OR
- Public School District Enrollment Packets may be obtained from any of our schools or found on our web site at www.ecorsek12.org Additional forms may be required at the building level.

- Driver's license of parent/legal guardian, passport or visa
- Proof of residency. Students in non-traditional living arrangements may fall under designated provisions under Federal law (See Student Residency Questionnaire).

The following documents are required to prove residency:

- Homeowner: Purchase agreement, closing papers or deed
- Renter: Current lease/rental agreement
- Property tax statement
- Special Needs/Special Education Survey (if applicable) Copy of latest IEP
- Affirmation of Prior Discipline Record
- Request for Educational Records