**Student’s Name**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Entering Grade**\_\_\_\_\_\_\_\_

**Pre-Enrollment Documents:**

☐ Student Application

☐ Intent to Enroll Form

**Enrollment Documents (submitted by parent/ guardian):**

☐ Proof of Birth (birth certificate or passport)

☐ Photo ID of Parent or Guardian registering the student

☐ Two types of Proof of Address

**(Must contain the parent’s name and be dated within the past 8 weeks.)** Examples include: copies of current land-line telephone, utility, or cable bills; mortgage information; renters or homeowners insurance documents; or documents from public agencies, such as Courts or DSHS. Lease or rental agreements must include the first page and the signature page. We can’t accept personal correspondence or copies of envelopes.

**Enrollment Packet Checklist (to be completed by parent/ guardian):**

☐ New Student Registration Form

☐ Emergency Contact, Pick-Up, Sibling and Medical Information Form

☐ Washington State Department of Health Certificate of Immunization Status Form

☐ Authorization for Treatments and Procedures to be Performed at School

☐ Student Housing Questionnaire

☐ Home Language Questionnaire

☐ Special Education Questionnaire

☐ Copy of Individual Education Plan (if applicable)

☐ Student Ethnicity and Race Identification Questionnaire

☐ Release for Media Recording

☐ Field Trip Authorization

☐ Meal Application Form

☐ Request for Student Records

☐ Medical Physical Form (if student is playing sports)

**☐** Handbook/Attendance policy with signature

**Student File Requirements (to be included by new school):**

**☐** IntialRequest for Student Records sent:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**☐** Follow-up Request for Student Records sent (if applicable):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**☐** Follow-up Request for Student Records sent (if applicable):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**☐** State Assessment Results

**☐** Copy of Student Report Cards

**☐** Copy of Student Attendance Records (annual)