

# SUMMER OPEN ENROLLMENT

Only a legal parent/guardian may enroll a child, and the following documentation is required at the time of registration.

Please bring your student. They will be choosing the classes they would like to take during the open enrollment. When you arrive you will check in at the main office and show your id.

**\*\*\*Failure to bring the following items will delay your student's enrollment process\*\*\***

Please make sure to have/bring the following:

- \_\_\_\_\_ Driver License's
- \_\_\_\_\_ Proof of Residency: **BOTH ARE REQUIRED**
- \_\_\_\_\_ Lease or Deed or Mortgage Statement (if you do not have one please contact the school for further information)
- \_\_\_\_\_ Copy of a Bill (BGE, Comcast, Verizon, etc.)
- \_\_\_\_\_ Withdraw packet from previous school:
- \_\_\_\_\_ Transcript or copy of 8<sup>th</sup> grade report card
- \_\_\_\_\_ Any standardized test scores
- \_\_\_\_\_ Shot Record (*All students born in 1992 to present must have Hepatitis B Series and Varicella Vaccine or date of Chickenpox Disease.*)
- \_\_\_\_\_ Birth Certificate
- \_\_\_\_\_ IEP/504 (if receiving services)
- \_\_\_\_\_ Social Security Number
- \_\_\_\_\_ Tenant Residency Verification (if applicable-Must be notarized)
- \_\_\_\_\_ Custody Documentation (if applicable)

Open Enrollment Counseling	Wednesday 6/21/17	9:00 am – 12:00 pm & 1:00 pm – 3:00 pm
Open Enrollment Counseling	Thursday 6/22/17	9:00 am– 12:00 pm
Open Enrollment Counseling	Wednesday 7/12/17	9:00 am – 12:00 pm & 1:00 – 3:00 pm
Open Enrollment Counseling	Tuesday 8/08/17	9:00 am – 12:00 pm
Open Enrollment Counseling	Wednesday 8/9/17	9:00 am – 12:00 pm & 1:00 pm – 3:00 pm
Open Enrollment Counseling	Tuesday 8/15/17	9:00 am – 12:00 pm
Open Enrollment Counseling	Wednesday 8/16/17	9:00 am– 12:00 pm & 1:00 pm – 3:00 pm