



ANNEX SITE

2015/2016

ENROLLMENT PACKET CHECKLIST

Please use this checklist to ensure that all of the following forms have been completed and returned to the school office.

All Enrollment Forms are due before student is eligible to attend classes

ALL FAMILIES MUST COMPLETE AND RETURN THE FOLLOWING FOR EACH STUDENT:

- 2015/2016 Intent to Enroll Form
- 2015/2016 Enrollment/Information Form (3 page form)
- Student Emergency Contact Card (double sided form)
- Confidential Language, Education,& Ethnicity Survey
- Confidential Income Survey
- 2015/2016 Permission Form (2 page form)
- Request for Student Records Form
- Immunization Record
- Copy of Official Birth Certificate or Valid Passport
- Request for Medication to be taken During School Hours (authorization to administer physician - prescribed medications - complete only if needed)

IN ADDITION, STUDENTS ENTERING KINDERGARTEN MUST RETURN

- Report of Health Examination for School Entry (Verification of Physical Exam), & Oral Health Assessment.

All Items must be turned in complete with no missing information.
Incomplete packets will be rejected