ENROLLMENT CHECKLIST

Note: starred (*) items may not apply to all students. See full descriptions for details.

Original Birth Certificate with Seal
Demonstrating parentage of custodial parent

Immunization Records (up to date)
Provided by a doctor or health department
Your child's immunization records must be updated before school starts.

Transcripts
Transcripts & drop slip (Students in grades 9-12)
Report cards (Students in grades 1-8)

Driver's License or State ID of Parent/Guardian
showing photo ID of parent/guardian name and current address

* Vision Screening
Kindergarten & First Fives Only

* Special Education Documents
Current IEP/MET/504 for students receiving Special Education services

Residency Documentation & Verification
A Qualifying Residence: defined as a residential dwelling that is either a single family principle residence as recorded with the Michigan Treasury or a legal single family rental unit that meets the Michigan Treasury and local community requirements for a rental.

Homeowner (provide three proofs):

- Current Mortgage Statement OR Property Tax Statement
  in the name of the person seeking to enroll the student(s) must be provided

- Two Current Utility Bills
  within the last 30 days addressed to the person enrolling the student
  DTE/Consumers (may be electronic)

Renter (provide four proofs):

- Current Lease
  An original, signed complete lease in the name of the person seeking to enroll the student(s)

- Statement of Landlord/Property Manager
  Form can be found at ferndaleschools.org/enrollment

- Two Current Utility Bills
  within the last 30 days addressed to the person enrolling the student
  DTE/Consumers (may be electronic)

If you move, it is your responsibility to notify the enrollment & student records office of your new address. Change of address form is available on the district enrollment page. » ferndaleschools.org/enrollment

I understand that my enrollment in Ferndale Schools is not complete.
I understand that I have 30 days to provide the district with the highlighted missing documents above. Failure to complete enrollment will subject my child to exclusion from attendance at Ferndale Schools.

Signature of Parent/Guardian

Date

FOR QUESTIONS: Please contact our Enrollment Office at (258) 586-8686