



2018-2019 Enrollment Checklist

Step 1: Please visit <https://www.iusd.org/apps/AIR> and complete the online data entry for 2015/2016. **Enrollment opens March 9, 2018.**

Step 2: Once the online enrollment is complete, please print the online enrollment, gather the following documents, and contact the front office at 949-936-5553 to schedule an enrollment appointment.

___ **Verification of Identity** of parent, caregiver, licensed foster agency or group home representative, or California Superior Court-appointed legal guardian

- ___ A **Driver's License** (any photo driver's license or CA ID Card is permitted) or,
- ___ A **passport with photo ID**

___ **Proof of Student's Age:**

- ___ Official or Certified Copy of Birth Certificate, or
- ___ Current Passport, or Immigration Certificate

___ **Proof of Immunization Records**

___ **Residency Verification Form**

___ **Residency Affidavit Form**

___ **Verification of residency:** Two documents from the list below to support the residency verification form and the residency affidavit.

- ___ **Electric bill** (both parts, top & bottom, in English) or verification of service connection.**
- ___ **Southern California Gas bill** (both parts, top & bottom, in English) or verification of service connection.**
- ___ **Cable/Internet bill** (both parts, top & bottom, in English) or verification of service connection.**
- ___ **Current Water/** (both parts, top & bottom, in English) or verification of service connection.**
- ___ **Waste Management Bill** (both parts, top & bottom, in English) or verification of service connection.**
- ___ **Social Services Documents**
- ___ **UCI Housing:** an official UCI document asserting the person resides in the student housing, which usually covers gas and electric

**In the event a utility connection letter is used as proof of residency, then a utility bill (both parts, top & bottom, in English) must be provided within 45 days to ensure continued enrollment

___ **Proof of withdrawal** from the previous school/district is required upon enrollment

___ **A report card** from your previous school. (Prior school records will be requested by the school in which your child enrolls.)

___ **For Special Education students:** Current or most recent IEP and Assessments

___ **For GATE** (gifted and talented) students: Prior test scores and/or certification forms

___ **For EL (English Learners) Students,** a copy of current CELDT scores.

Step 3: (if applicable)

___ **For EL (English Learners) Students** A language test will be scheduled for you once all enrollment paperwork is complete

___ **Kindergarten students: a completed a physical examination** no more than six months prior to entering Kindergarten. This form can be found on the IUSD website and in our school's front office. (If an exam is completed between 6-12 months prior to Kindergarten entrance, another physical exam will be required prior to entering first grade.)