

# ONSTED COMMUNITY SCHOOLS

10109 Slee Rd., Onsted, MI 49265

517-467-2174



## ENROLLMENT CHECKLIST

Below is a checklist of information needed for enrollment. This information is needed before a student may be officially enrolled and participate in classes.

The student and custodial parents or guardians must reside in the Onsted Community School District. **Proof of residency must be provided by two of the following:**

- Home purchase agreement
- Rental agreement
- Voter registration
- Driver's license
- Utility bill with correct name and address

**OR**

**The student and custodial parents or guardians must have completed a School of Choice application.**

The Parent/Guardian must be a **LEGAL GUARDIAN** and be able to provide proof of this status (for example, with birth certificate or other legal documents).

### **Also needed:**

- Certified copy (**raised seal**) of student's birth certificate (this must be presented for enrollment)
- Up-to-date immunization record (**Immunization requirements can be found in the enrollment package**)
- Most recent report card (if applicable)
- Withdrawal slip from previous school (if applicable)
- Copy of transcript (if applicable)
- Copy of IEP/MET documents (if applicable)
- Copy of 504 plan documents (if applicable)