



## K – 6<sup>th</sup> Grade Student Enrollment Checklist

**PLEASE CHECK ALL APPLICABLE ITEMS**  
**AND SUBMIT AT OR PRIOR TO ENROLLMENT APPOINTMENT.**

*All are applicable, unless otherwise noted.*

**THE FOLLOWING ITEMS MUST BE COMPLETED/SUBMITTED NO LATER THAN AUGUST 7, 2020:**

- Application, completed both sides – signed/dated (Required at initial registration)
- Student Birth Certificate or Passport (if not already on file)
- If entering 1<sup>st</sup> grade or higher copy of Transcript, Withdrawal Form, or Last Report Card
- Physical from FL physician (documented on original FL Health Examination Form HRS 3040)
- Up to date Immunization Records (FL Certificate of Immunization Form DH 680)
- Scholarship Award Letter/Email Confirmation (if applicable) (Step Up, FTC, McKay, Hope, FES)
- McKay/FES Scholarship Payment Affidavit Form for FL Dept of Education
- Discipline policy form – signed/dated (Handbook, pg 9)
- Suspension and Dismissal Policy – signed/dated (Handbook, pg 10)
- Health and Safety Policy and Procedures (pg 11)
- Student Release/Medical Authorization Consent – signed/dated (Handbook, (pg 12)
- Dress Code Policy and Media Release – signed/dated (Handbook, pg 13)
- Permission Slip for Outside Activities and Physical Education (Handbook, pg 14)
- Food / Lunch Agreements - signed/dated (Handbook, pg 14)
- Attendance Policy – signed/dated (Handbook, pg 15)
- Family Handbook Agreement - signed/dated (Handbook, pg 16)