

# New Transfer Student

## Required Enrollment Documents

<b>Incoming Freshman (9<sup>th</sup>)</b>	<b>Upperclassman (10<sup>th</sup>, 11<sup>th</sup> or 12<sup>th</sup>)</b>
<p style="text-align: center;"><b>Medical Records</b></p> <ul style="list-style-type: none"> <li>• Dental exam</li> <li>• Immunization records</li> <li>• 9th Grade Illinois State health physical (sports physical forms are not acceptable and out of state students must have an IL physical)</li> </ul> <p><i>Note: If your student does not have a current physical, you must present documentation confirming that a physical exam has been scheduled to continue the enrollment process. Proof of appointment must be provided in writing. An acceptable form of proof is:</i></p> <ul style="list-style-type: none"> <li>• appointment card</li> <li>• email confirmation from a doctor</li> <li>• doctor's note</li> <li>• doctor's appointment printout from their computer</li> </ul>	<p style="text-align: center;"><b>Medical Records</b></p> <p>Dental exam</p> <ul style="list-style-type: none"> <li>• Immunization records</li> <li>• 9th Grade Illinois State health physical (sports physical forms are not acceptable and out of state students must have an IL physical)</li> </ul> <p><i>Note: If your student does not have a current physical, you must present documentation confirming that a physical exam has been scheduled to continue the enrollment process. Proof of appointment must be provided in writing. An acceptable form of proof is:</i></p> <ul style="list-style-type: none"> <li>• appointment card</li> <li>• email confirmation from a doctor</li> <li>• doctor's note</li> <li>• doctor's appointment printout from their computer</li> </ul>
<p style="text-align: center;"><b>Documents</b></p> <ul style="list-style-type: none"> <li>• Birth Certificate</li> <li>• Divorce/Custody/Guardianship Papers/906 Placement Form (if applicable)</li> <li>• 8th Grade Report Card &amp; Diploma</li> <li>• ISBE Student Transfer form</li> <li>• IEP/Special Ed Records (if applicable)</li> </ul>	<p style="text-align: center;"><b>Documents</b></p> <ul style="list-style-type: none"> <li>• Birth Certificate</li> <li>• Divorce/Custody/Guardianship Papers/906 Placement Form (if applicable)</li> <li>• Unofficial Transcript</li> <li>• ISBE Student Transfer form</li> <li>• IEP/Special Ed Records (if applicable)</li> </ul>
<p style="text-align: center;"><b>Residency Proofs Homeowner/Leaseholder</b></p> <ul style="list-style-type: none"> <li>• Driver's License, State or Other Photo ID</li> <li>• Current Lease or Mortgage Statement</li> <li>• Any (2) of the following: (dated within the last 60 days) Utility, Phone or Cable Bill, Home/Renters Insurance, Car Registration, Village Car Sticker or Car Insurance, Pay Stub or Bank Statement</li> </ul> <p><b>NOTE - if the parent/guardian is not the homeowner or leaseholder then they need to additionally provide the following documentation:</b></p> <ul style="list-style-type: none"> <li>• Driver's License, State or Other Photo ID</li> <li>• (2) Proofs with current address</li> <li>• Notarized Affidavit of Residency form</li> </ul>	<p style="text-align: center;"><b>Residency Proofs Homeowner/Leaseholder</b></p> <ul style="list-style-type: none"> <li>• Driver's License, State or Other Photo ID</li> <li>• Current Lease or Mortgage Statement</li> <li>• Any (2) of the following: (dated within the last 60 days) Utility, Phone or Cable Bill, Home/Renters Insurance, Car Registration, Village Car Sticker or Car Insurance, Pay Stub or Bank Statement</li> </ul> <p><b>NOTE - if the parent/guardian is not the homeowner or leaseholder then they need to additionally provide the following documentation:</b></p> <ul style="list-style-type: none"> <li>• Driver's License, State or Other Photo ID</li> <li>• (2) Proofs with current address</li> <li>• Notarized Affidavit of Residency form</li> </ul>