

Enrollment Checklist

Richard L. Scoggins Middle School

Student's name: _____ Date: _____

The following documentation is required for enrollment in Frisco ISD: Copies of this information must remain in the student file.

_____ Birth Certificate (or Passport) Data Clerk Approval: _____ Date: _____

_____ Social Security Card (or Tax Form)

_____ Immunization Records Nurse Approval: _____ Date: _____

_____ Proof of Residency: Utility Bill (gas, electric or water), House Contract or Lease Agreement

_____ Driver's License of the parent/guardian who enrolled the child

_____ Last Report Card & Most Recent TAKS scores (or other standardized test results)

Please complete the attached forms for registration purposes:

- Registration Form
- Home Language Survey
- Information of Enrolling Parent or Guardian
- School Health Program
- Request for Records

Has the student ever been enrolled in any special classes? No _____ Yes _____

If yes, please indicate special class(es):

___ Special Education ___ Speech ___ ESL / Bilingual Program

___ Dyslexia ___ 504 ___ Gifted & Talented

___ Title I (Chapter I) ___ Other _____

For Office Use ONLY

_____ Verified all enrollment forms

_____ Documentation is complete

_____ Entered in Computer System Initial & Date: _____

_____ Records Requested from previous school Initial & Date _____

_____ Schedule Completed Initial & Date _____

_____ Special Programs Notified