

ENROLLMENT FORM



SCHOOL:			DATE:			
	REQU	JIRED DOC	UMENTS			
☐ Student's immuniza	child's first day of scl noto ID ificate or birth record ation record or waive ent transcript or repo	hool but must be d er ort cards	e submitted no la Two forms of license, Detro	ter than 30 d proof of add bit ID, W-2, pu bay stub, office.		
	6-11					
First Name:	Middle Na	DENT INFO	Last Name:		Suffix (Jr., III, etc.)	
Date of Birth: /	/ Gend	er: 🔲 Female	☐ Male			
Student Phone (if applicable ()	<u>=):</u>	Stu	udent Email (if applic	cable):		
	S	student's Physical A	Address:			
Street:					Apt #:	
City:		State:		ZIP Code:		
	Mailing Addr	ess (if different fro	m Physical Address)		
Street:					Apt #:	
City:		State:		ZIP Code:		
Grade Entering:	School Year:	ool Year: Is the student a member of m			s? 🗌 Yes 🔲 No	
Was the student born in the	U.S.A.? Yes No:	When did the stude	ent first enroll in a U.	S. school?	(month/year)	
□ No	Does the student participate in Exceptional Education Programs (Special Education)? Select one.					
Has the student or family m ☐ Yes ☐ No	oved in the past three y	ears looking for ter	mporary or seasonal	employment ir	n agriculture or fishing?	

CTUDEN	TIANCHACE
	T LANGUAGE
Is a language other than English spoken in the home? \text{No}	☐ Yes: language spoken
Has student ever been enrolled in a Bilingual or English Language	Learner program?
STUDENT RESIDENCY	STUDENT ETHNICITY
The following questions are given to all students to ensure	SELECT ALL THAT APPLY
our district remains in compliance with federal law. Your answers will help school staff to determine if the student is	If you do not choose an answer, the U.S. Dept. of Education requires the District to supply answer on your behalf.
eligible for certain support services.	Is the student Latino/Latina/Latinx? ☐ Yes ☐ No
Does the student live in any of the following types of	Student's race: American Indian or Alaska Native
residences? ☐ Shelter	☐ Asian
☐ Transitional Housing	☐ Black or African American ☐ White (Select one)
□ Doubled Up/Shared housing with family, friends or others□ Hotel or motel	☐ European
☐ Unsheltered (Such as: Campground, Car, Park,	☐ Middle Eastern
Abandoned Building, Substandard Housing, Bus or Train Station, etc.)	☐ North African☐ Native Hawaiian/Other Pacific Islander☐ Native Hawaiian/Other Pacific Islander
	☐ Other/Multiple Race
Is the student an unaccompanied minor not living with a parent/guardian/relative? ☐ Yes ☐ No	PREVIOUS SCHOOL INFORMATION
If you selected any of the above choices, please complete	School student most recently attended
the McKinney Vento Student Referral Form included in this Enrollment packet.	Name:
· 	City/State:
<u>-</u>	DIAN INFORMATION T/GUARDIAN 1
First & Last Name:	Relationship to Student:
Cell Phone: ()	Home Phone: ()
Work Phone (if applicable): ()	Email:
Same address as student's physical address? Yes	No, provide address:
Street:	Apt #:
City: State:	ZIP Code:

□ No □ Yes, what language? Written _____ Spoken _____ Spoken ____ Is the parent/legal guardian currently serving in any branch of the Army, Navy, Air Force, Marines, or Coast Guard? This includes the Michigan National Guard or Reserve personnel. □ Yes □ No

Does the parent/guardian require communication from the school in a language other than English?

PAR	RENT / G	UARDIAN 2		
First & Last Name:		Relationship	to Student:	
Cell Phone: ()		Home Phone: ()	
Work Phone (if applicable): (Email:		
Same address as student's physical address? Yes	□ No	o, provide address:		
Street:				Apt #:
City: Sta	ate:		ZIP Code:	
Does the parent/guardian require communication from	the sch	ool in a language othe	er than English?	
☐ No ☐ Yes, what language? Written		Spoke	n	
Is the parent/legal guardian currently serving in any bra the Michigan National Guard or Reserve personnel.	anch of t	the Army, Navy, Air Fo	rce, Marines, or	Coast Guard? This includes
PAR	RENT / G	UARDIAN 3		
First & Last Name:		Relationship	to Student:	
Cell Phone: ()		Home Phone: ()	
Work Phone (if applicable): (Email:		
Same address as student's physical address? Yes	□ No	o, provide address:		
Street:				Apt #:
City: Sta	ate:		ZIP Code:	
Does the parent/guardian require communication from	the sch	ool in a language othe	er than English?	
☐ No ☐ Yes, what language? Written		Spoke	n	
Is the parent/legal guardian currently serving in any bra the Michigan National Guard or Reserve personnel.	anch of t	the Army, Navy, Air Fo	rce, Marines, or	Coast Guard? This includes
PAR	RENT / G	UARDIAN 4		
First & Last Name:		Relationship	to Student:	
Cell Phone: ()		Home Phone: ()	
Work Phone (if applicable): (Email:		
Same address as student's physical address? Yes	□ No	o, provide address:		
Street:				Apt #:
City: Sta	ate:		ZIP Code:	
Does the parent/guardian require communication from	the sch	ool in a language othe	er than English?	
☐ No ☐ Yes, what language? Written		Spoke	n	
Is the parent/legal guardian currently serving in any bra the Michigan National Guard or Reserve personnel.			rce, Marines, or	Coast Guard? This includes

SIBLINGS ATTENDING DPSCD SCHOOLS						
First & Last Name:		Date of Birth:	/ /			
Relationship to Student:	School Attending:		Grade:			
First & Last Name:		Date of Birth:	/ /			
Relationship to Student:	School Attending:		Grade:			
First & Last Name:		Date of Birth:	/ /			
Relationship to Student:	School Attending:		Grade:			
First & Last Name:		Date of Birth:	/ /			
Relationship to Student:	School Attending:		Grade:			
First & Last Name:		Date of Birth:	/ /			
Relationship to Student:	School Attending:		Grade:			
MASS C	OMMUNICATIONS					
Detroit Public Schools Community District uses m messages to notify families about school closures		uding phone calls, e	emails or text			
ACKNOWLED	GMENTS & SIGNAT	TURE				
I certify that the information provided on this Enrollment Form is true and correct. If necessary, I will allow an interview by the District to verify. I understand that incorrect information may be grounds for revoking enrollment. I understand that it is my responsibility to inform the appropriate school office if/when there is a change to any information on this form. By signing this Enrollment Form, I accept and agree that if any statements and information used to determine						
residency are not accurate, I will be personally liak	By signing this Enrollment Form, I accept and agree that if any statements and information used to determine residency are not accurate, I will be personally liable to pay to the District tuition and any fees incurred to collect tuition for all periods of time my student was a non-resident.					



Parent or Guardian Signature

Date

Print Name



DISTRICT EMERGENCY CONTACT AND MEDICAL AUTHORIZATION FORM



SCHOOL:				SCHOOL YEAR:
	ST	UDENT INFOR	RMATION	
First Name:	Last	Name:	1	Date of Birth: / /
Grade:	Homeroom Teac	her:	Homeroo	m Classroom Number:
Home Address Street:			City:	ZIP:
Student Cell Phone Num	ber: ()	Stud	ent Email:	
Who does the student liv	e with? Select all that a	pply:		
☐ Mother ☐ Father	☐ Guardian	☐ Grandparent	☐ Other Relati	ve 🗆 Other
	EMERGEN	CY CONTACTS	SINFORMA	TION
		PRIMARY CON		
First Name:	Last Name	:	Cell Phone:	Home Phone:
Employer:	, ,	Work Phone:	Emai	l:
Relation to student:	☐ Mother	☐ Father	☐ Grandparent	☐ Foster Parent
	☐ Step Parent	☐ Legal Guardian	Other	
		SECONDARY CO	NTACT	
First Name:	Last Name		Cell Phone:	Home Phone:
Employer:		Work Phone:	Emai	l:
Relation to student:	☐ Mother	☐ Father	☐ Grandparent	☐ Foster Parent
	☐ Step Parent	☐ Legal Guardian	☐ Other	
		ADDITIONAL CO	NTACT	
First Name:	Last Name		Cell Phone:	Home Phone: ()
Employer:	1	Work Phone:	Emai	l:
Relation to student:	☐ Mother	☐ Father	☐ Grandparent	☐ Foster Parent
	☐ Step Parent	☐ Legal Guardian	☐ Other	

EMERGENCY CONTACTS INFORMATION - CONTINUED						
		ADDITIO	NAL CON	ITACT		
First Name:	Last Name:			Cell Phone	e:	Home Phone:
Employer:	1	Work Pho	ne:		Email:	
Relation to student:	☐ Mother	☐ Father		☐ Grand	parent	☐ Foster Parent
	☐ Step Parent	☐ Legal G	uardian	☐ Other		
	SIBLIN	IGS IN S	STUDE	NT'S H	OME	
F	Please list all siblings i	n student's	home (inc	lude non-s	school age chil	ldren)
Name:			Grade:		Date of B	irth: / /
Name:			Grade:		Date of B	irth: / /
Name:			Grade:		Date of B	irth: / /
Name:			Grade:		Date of B	irth: / /
CONSENT	TO CONTACT	MEDIC	AL CA	RE PRO	OVIDERS	/ HOSPITALS
PART 1 - TO GRAN						completed and signed.
Doctor's Name:		Phone:			Address:	
Dentist's Name:		Phone:			Address:	
Medical Specialist (optio	nal):	Phone:			Address:	
Local Hospital:		Emergenc	y Room Pho	one:	Address:	
Emergency Medical Authorization I hereby give permission for a physician, licensed nurse, or other school employee designated by school administration, to administer medical treatment to my child in an emergency, including as a result of athletic participation, that threatens the life or health of my child. I understand that school staff and medical personnel will be acting in good faith, in accordance with applicable law and in the best interest of my child. DPSCD staff will adhere to applicable policies as well. By providing this consent, to the extent permitted by law, I voluntarily with full knowledge of its significance, release and hold harmless DPSCD, the Board of Education and its staff, contractors, agents, and volunteers from liability resulting directly or indirectly from the medical treatment provided. I further authorize a physician, licensed nurse or other school employee designated by school administration to cause my child to be transported to the nearest hospital for treatment in an emergency. I hereby assume responsibility for the costs of any medical treatment and transportation provided to my child which may include indemnification of DPSCD for such costs. Signature of Parent/Guardian: Date Note: The above information will be shared with appropriate staff as necessary. This includes, but is not limited to, administrators, teachers, support staff, bus drivers,						
food service staff, custodians, c						. 10 11
PART 2 - REFUSAL					2 if you compl	
I DO NOT give my consent authorities to take the following		ent of my child. In	the event of il	Iness or injury i	requiring emergency	y treatment, I wish school/district
Signature of Parent/Guard	dian:				Date	





School Name:

ANNUAL HEALTH INFORMATION



Is your child new to the district?

☐ No

☐ Yes

Dear Parent/Guardian: The information on this form will be used to meet your child's health needs at the school. Please complete all sections of the form and then sign and return it to your child's teacher as soon as possible. Every student must have a new form completed each year.

Grade:

Student's Last Name:	First Nam	e:			Middle Nam	e:	Suffix	(Jr., III, ∈	etc.)
Date of Birth: / /									
Parent/Guardian Name:				Relationsh	ip to student:				
Home or Cell Phone: ()				Work Phor	ne: ()				
Health Care Provider Name:				Health Car	e Provider Pho	ne: ()			
Date of last physical: / /		☐ Uns	sure	Date of las	t dental exam:	/	/	☐ Uns	ure
What type of insurance does your child Medicaid Private Unsure My child does not currently have in			Aetna	oss Complete	id, please mark McL Meri Meri	aren dian	e: Total Hall Hall Hall Hall Hall Hall Hall H	ealth Ca	are
Does your child have any of the following health conditions?									
HEALTH CONDITION		YES	NO		ONDITION			YES	NO
Severe allergies (food, insects, drugs, la				Depressio	n				
If yes, please state what your child is a (certain foods, insects, latex, etc)	allergic to			Diabetes					
(certain roods, insects, ratex, etc)				Hearing P	ry or Concussio	115			
				Heart Prob					
If yes, please check the reaction that				Lead Poiso					
	welling			Pregnant					
☐ Trouble breathing ☐ (Other			Seizures					
Allergies (seasonal)				Sickle Cell					
Anxiety				Speech Pr	oblems				
Asthma or breathing problems									1
				Vision Pro	blems				
Attention Deficit Hyperactivity Disorde	r			Wears Gla	blems sses				
Attention Deficit Hyperactivity Disorde Behavioral Problems	r			Wears Gla	blems	please list:			
Attention Deficit Hyperactivity Disorde	r			Wears Gla	blems sses	please list:			

MEDICATIONS	AND/OR SPECIAL PROCED	URES*	
Does your child require any daily medications to b	pe taken at school?	☐ Yes*	□ No
Does your child require any emergency medicatio	ns be kept at school?	☐ Yes*	□ No
Does your child require any special procedures to (g-tube feeding, catheterization, etc.)	be done at school?	☐ Yes*	□ No
*If you answered yes to any of the above question care provider complete the attached medication care provider and the parent, and must also be re-	n/procedure authorization form. The form must		
	FAMILY NEEDS		
In the last 12 months, did you ever eat less than yo	ou felt you should because there wasn't enough r	money for foo	d? ☐ Yes ☐ No
ACKNOW	LEDGMENTS & SIGNATURE		
I certify that this information is correct to the to inform the school if any of this information with need-to-know staff at my child's scho	ion changes. I also understand that this inf	formation m	nay be shared
Parent or Guardian Signature	Print Name	Date	

TO BE COMPLETED BY OFFICE STAFF				
	DATE	STAFF PERSON		
Form Received				
Information entered into Student Information System				





CONSENT TO RELEASE HEALTH INFORMATION



STUDENT INFORMATION					
Student's Last Name:	First Name:		Middle Name:	Date of Birth: / /	
Parent/Guardian First and Last Name:		Home (or Cell Number:)		

CONSENT FOR RELEASE OF INFORMATION

By signing this Consent to Release Information form, I consent to the following:

- I authorize my child's school to disclose the following student information to the individuals/groups listed below: child's family and emergency contact information, attendance and disciplinary records, immunization history, results of health screenings such as hearing and vision, psychological evaluations, special education records, section 504 accommodation plan and any information related to medical conditions, such as asthma, diabetes or seizures.
 - My child's Health Care Provider(s)
 - My child's Health Insurance Plan
 - Michigan Dept. of Health and Human Services and Detroit Health Dept. (immunization records only)
 - School-based health service providers see below
- I understand that sharing this information will allow DPSCD to work with each of these individuals/groups to coordinate care, provide outreach services if necessary, and keep my child healthy and safe at school.
- I understand that I am entitled to receive a copy of any disclosed records. (If you wish to receive a copy please provide an email or street address to which where the records should be sent.)
- I understand that these individuals may further use records provided by DPSCD for contacting me and/or verifying information for student health related purposes.
- I understand that my authorization to allow sharing the above information is voluntary and that it expires when my child leaves the school district, or graduates. I understand that I may revoke this authorization at any time by submitting a note or letter in writing to the school administration office.

School-based health service providers may include any of the following:

- School Based Health Centers (SBHC): ability to diagnose and treat many common conditions such as sore throats, headaches, and ear infections, and also manage chronic health conditions. The SBHC may also provide behavioral health services.
- Dental Services: may include oral health education, screenings, fluoride varnish application, preventative care and cleaning, restorative/corrective care.
- Vision Services: may include screening, examination, treatment and/or corrections such as eyeglasses.
- Immunization Services
- Behavioral Health Services

In order for your child to receive these services, from these providers, you will need to complete a separate enrollment form with each of the providers.

Parent/Guardian Name:	Relationship to Child:	Date:
		/ /



Permission for Collaboration for Your Child's Health HEALTH CARE PROVIDERS, HEALTH PLANS & HEALTH DEPARTMENTS



FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

What is FERPA?

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student education records. Generally, schools must have written permission from the parent, or student if over 18, in order to release any information from a student's education record.

Permission for what?

Detroit Public Schools Community District is requesting your consent because we may need to share information contained in our student records with your child's Health Care Provider, Health Insurance Plan, a School-Based Health Service Provider, or as required by law, including to the Michigan and Detroit Departments of Health. Health Care Providers are the physician(s) or nurse practitioner(s) who take care of your child, as noted in the district's records. A Health Plan is an organization that administers your child's health care benefits, such as Medicaid or a health insurance company.

Why is this important?

This consent form allows the district, when requested or necessary by law, and/or to assist with coordination of health care, including benefits, by sharing health information from the student's education record. Without your consent, the district is limited in how it can collaborate with your child's Health Care Provider, Health Insurance Plan, or a School-Based Health Service Provider to help you or your child.

What this form does not do.

- This form only authorizes the district to disclose information for limited purposes, with your consent. Each Health Care Provider, Health Insurance Plan, or a School-Based Health Service Provider may have its own way of getting permission from you for them to share information with the district.
- Your signature does not authorize the district to obtain medical treatment for your child on your behalf.

Please help us link you and your child to health services by signing and returning the previous page.



FREE AND REDUCED LUNCH (FRL) FORM



Dear Parent or Guardian,

We are pleased to inform you that Detroit Public School Community District participates in the Community Eligibility Provision (CEP) as part of the National School Lunch and School Breakfast Programs. ALL students enrolled at our schools can receive a healthy breakfast and lunch at NO CHARGE to your household each day.

To support this program, the District needs **all households to fill out and sign the Household Information Report**. We ask that you fill this out **regardless of your income level** – collecting this form for all students is critical in determining the amount of money that our schools receive from a variety of State and Federal supplemental programs like Title I A, At-risk (31a), Title II A, E-Rate, etc.

Completing the attached form will help ensure the following benefits and resources will be available for your child, his or her classroom and the school:

- Free tutoring and afterschool programs
- Extra teacher aides and other specialized staff for your child's classroom
- Classroom technology-computers, white boards and the internet
- DOT bus cards and other transportation assistance
- Free summer school and summer enrichment programs
- Free college testing services and waiver of college applications fees
- Parent and Community engagement supplies and activities
- Field trips, field days and other academic enrichment activities
- Career and Technical Education opportunities

We are asking that you please complete and submit it as part of the enrollment packet to ensure that our schools have additional funding to meet the needs of students. All information on the report submitted is confidential. Without your assistance in completing and returning the attached report, our schools cannot maximize the use of available State and Federal funds.

Note: If you are enrolling for the 2021-22 school year, please hold onto this form and sign and submit it to your school after July 1, 2021. Forms completed before July 1, 2021 will not be eligible for the 2021-22 school year.

If we can be of any further assistance, please contact us at (313) 578-7220.

Sincerely,

Detroit Public Schools Community District



Support Services Complex, Building C • 1601 Farnsworth • Detroit, MI 48211 O (313) 578-7220

detroitk12.org

INSTRUCTIONS FOR COMPLETING THE HOUSEHOLD INFORMATION REPORT

Please fully complete form and sign.



IF ANY member of your household receives benefits from the Food Assistance Program (FAP), Family Independence Program (FIP), or FDPIR please follow these instructions:

PART A Enter the total number of individuals living in your household, including all children in the box provided.

PART B List the case number for any household member (including adults) receiving FAP, FIP, or FDPIR benefits.

PART C List the First and Last name, Birth Date, School that the child is attending, and H if homeless, M if Migrant, R if Runaway or F if a Foster Child.

PART D Skip this part.

PART E | Sign the form. Print your name and Date.

If your household <u>DOES NOT</u> receive benefits from the Food Assistance Program (FAP), Family Independence Program (FIP), or FDPIR please follow these instructions:

PART A List the total number of individuals living in your household, including all children.

PART B Skip this part.

List the First and Last name, Birth Date, School that the child is attending, and H if homeless, M if Migrant, R if Runaway or F if a Foster Child.

PART D

Enter all gross income for each type of income that applies. If you have no income for any 1 or more of the categories, Circle NONE if no income.

Add lines 1-6 and enter the Total Monthly Household Income.

PART E Sign the form. Print your name and date.





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detroitk12.org

HOUSEHOLD INFORMATION REPORT

•	for various additional state	•	•				
please complete, sign and return this report to (School Name)							
These sec	tions must be compl	eted by the h	ead of household or	designee.			
	PART A	A. SIZE OF F	AMILY				
Enter the total number of	findividuals living in your hou	usehold, including a	ll adults and children	·			
	PART B.	CURRENT B	ENEFITS				
	Comp	lete below if appli	cable				
	ousehold receives Food Assista se number for the person who umbers.						
Name:			Case Number:				
	DADT C ST	LIDENT INE	OBMATION				
PART C. STUDENT INFORMATION Complete for each student Pre-K through 12th Grade							
	Complete for each		Tough 12m Grade				
Last Name	First Name	Birth Date XX/XX/XXXX	School	Identify H if Homeless, M if Migrant R if Runaway, F if Foster			
		/ /					

/

HOUSEHOLD INFORMATION REPORT - CONTINUED

PART D. TOTAL MONTHLY HOUSEHOLD INCOME

Report income for all members of household excluding Foster Children.

If you have reported a case number above, you do not need to fill in this section.

Simply sign and date form.

Type of Income	Income	Circle or Check if None
1. Gross Monthly Earnings: Wages, Salary, Commissions	\$	None
2. Monthly Welfare Payments, Child Support, Alimony	\$	None
3. Monthly Payments from Pensions, Retirement, Social Security	\$	None
4. Monthly Dividends or Interest on Savings	\$	None
5. Monthly Worker's Compensation, Unemployment, Strike Benefits	\$	None
6. Other Monthly Income (SSI, VA, Disability, Farm, other)	\$	None
Total Monthly Household Income (Add lines 1-6)	\$	

PART E. SIGNATURE

I certify (promise) that all information on this report is true and that all income is reported. I understand that the school will ge federal/state funds based on the information I give. I understand that school officials may verify (check) the information.			
	/ /		
	Date		
City	Zip		
Work Phone			
	understand that school officials may v		





STUDENT MEDIA RELEASE



PLEASE PRINT ALL INFORMATION		
To the parent or guardian of:	's Name)	
On occasion, Detroit Public Schools Community District-approved non- or audio production crews may be present at the school or at a Detroit sanctioned activity your child attends, in order to highlight the activity, interest of promoting public education. If you consent to your child's pa audio, productions/interviews/activities that may take place, please sig	-commercial video, photographic and/ Public Schools Community District- school, student or the District in the articipation in the video/photographic/	
I,, am the parent/	guardian of the above-named student.	
In the interest of public education, I hereby authorize the Detroit Public of Education, and the non-commercial production crews, acting throug agents, to use, publish, and copyright audio and/or visual reproduction and/or image, alone or with other persons, with or without the use of the interest of public education connected with a DPSCD authorized production.	gh their authorized employees or as of the above-named student's voice he student's name for the sole use in	
This release is in effect in perpetuity from the date		
becomes a student of	(Print Student's Name) until the date his/her	
status at DPSCD or at the school as a student terminates. I hereby release Community District harmless from any liability, any and all injuries, clair use of images or recordings of any type and waive any request for remu	ms, damages or costs arising from the	
Parent/Guardian Signature	 Date	
Address, City, Zip		

KEEP THE COMPLETED FORM AT YOUR SCHOOL.

Office of Communications & Marketing ph: 313-873-3494 | communications@detroitk12.org