



Proud Traditions...Unlimited Possibilities

# New Student Enrollment Documentation

23-24 or  24-25

## Required Documents

- Immunizations Record
- Proof of Birth (Immunization records will suffice if they include the student's date of birth.)
- Proof of Residency (Required for K-12 and ECSE students)
- Child Health Form (Required Only for Preschool students)
- Preschool Physical (Required Only for Preschool students)

Parents/Guardians will receive the online enrollment portal link via email upon receipt of all documents.

## Grade Specific Documents (Not required for enrollment, but may be turned in to District Office)

- Kindergarten: Vision Screening and Dental Checkup Records
- 3rd Grade: Vision Screening
- 9th Grade: Dental Checkup Records

Grade Specific Documents must be turned in to school within 6 months of the 1st day of attendance.

Please check **only** if any apply:

Student: \_\_\_\_\_, \_\_\_\_\_ Grade: \_\_\_\_\_  In Foster  Open  Has an  
Last Name First Name Care Enrolling IEP

Student: \_\_\_\_\_, \_\_\_\_\_ Grade: \_\_\_\_\_  In Foster  Open  Has an  
Last Name First Name Care Enrolling IEP

Student: \_\_\_\_\_, \_\_\_\_\_ Grade: \_\_\_\_\_  In Foster  Open  Has an  
Last Name First Name Care Enrolling IEP

Student: \_\_\_\_\_, \_\_\_\_\_ Grade: \_\_\_\_\_  In Foster  Open  Has an  
Last Name First Name Care Enrolling IEP

Student: \_\_\_\_\_, \_\_\_\_\_ Grade: \_\_\_\_\_  In Foster  Open  Has an  
Last Name First Name Care Enrolling IEP

Parent/Guardian Name(s): \_\_\_\_\_

Parent/Guardian Phone Number(s): \_\_\_\_\_

Parent/Guardian Email Address(es): \_\_\_\_\_

(See Other Side)



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# New Student Residence

Address: \_\_\_\_\_

Address Apt/Lot#

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City Zip

Effective (Move) Date: \_\_\_ / \_\_\_ / \_\_\_ Temporary Address: Yes No If Yes, please explain:

When a new student enrolls, residency **must** be verified. The parent/guardian needs to complete this form **and provide proof of residency** (except 4-year-old preschool students).

**Please check the document you have included with this cover sheet (only 1 is required)**

- Printed Verification page from Assessor's website
- Current Mortgage Statement or Property Tax document
- Lease Agreement with Term listed, signed by Landlord and Parent/Guardian
- Settlement Statement or Warranty Deed from New Home Closing
- Purchase Contract with Possession/Closing Date signed by All Parties; or
- Current Utility Bill or Utility Deposit Receipt with Service Address and Service Dates shown

**Document must be complete, in the Parent or Guardian's name, and show the address.**

### Email/Fax/Mail or Bring Your Complete New Student Packet To:

Email Address: [enrollment@indianola.k12.ia.us](mailto:enrollment@indianola.k12.ia.us)

Mailing Address: Indianola Community School District // Attn. Enrollment Coordinator  
1301 E 2<sup>nd</sup> Ave  
Indianola, IA 50125

Fax Number: 515.961.9502

Phone Number: 515.961.9500; Ext. 1506

For Office Use Only

\_\_\_\_\_ Today's Date    \_\_\_\_\_ Immun    \_\_\_\_\_ POR (Except PK4)    \_\_\_\_\_ CHF (PK)    \_\_\_\_\_ Physical (PK)

**(See Other Side)**