

# Westwind Children Services

## REQUIRED ENROLLMENT DOCUMENTATION

Thank you for considering **Westwind Children Services** for your student's educational needs and for allowing us to share with you the benefits and opportunities available at our school.

In an effort to review and process your student's registration packet in an efficient and timely manner and to have our records in compliance, **all forms must be turned into the School Office by the Parent or Guardian. Parent/Guardian identification will be required.** There are several **required** documents that will need to be provided along with the completed registration packet. We have included the following list for your convenience.

### REQUIRED ENROLLMENT DOCUMENTS:

- Complete Registration Packet** – The following documents will be required by all students requesting enrollment to Westwind.
  - Enrollment Application (Cream)
  - Records Release (Blue)
  - Student Personal Information Release (Pink)
  - Parent/Family Involvement (Green)
  - Parent Questionnaire (Canary)
  - Virtual Parent (Lilac)
  - Medical Authorization (Salmon)
  - WPA Enrollment Policies during a Semester (Dark Orange)
  - Title 1 Eligibility Guidelines (Gray)
  - Language Survey (Bright Pink)
  - Demographics (Teal)
  - Student Questionnaire (Gold)
  - WPA Enrollment Policies/Procedures (Yellow)
  - Immunization Record (Red)
  - Varicella Screening Form (Dark Green)

**Return all forms printed on color paper in this Enrollment Packet**

### Additional information required to complete the enrollment process.

- Birth Certificate** (copy) or other proof of birth i.e. Baptismal Certificate with birth date
- Student Social Security Number**
- Parent/Guardian Information**
- Immunization Records**– Proof of all required immunizations or a valid exemption
- Unofficial copy of transcripts and/or school records/ and any college/international transcript**
- Aims Test Results** (if applicable)
- SAT Scores**
- ACT Scores**
- Withdrawal Form** from previous school attended (if applicable)  
\*Incoming Freshmen require 8<sup>th</sup> grade promotion certificate
- Current IEP** (if applicable)
- Current MET Re-Evaluation including last completed Psycho-educational Evaluation**
- Most current 504 Plan including all documentation**

**If the enrollment packet is turned in after the school year has begun, your student will need transfer grades of "C" or better.**

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