



## SY 22-23 Enrollment Process

**Step One-** Submit **all** of the enrollment documents below by **June 13, 2022** to secure your child's spot. Enrollment documents can be submitted electronically via email. Feel to contact us with your enrollment questions via email Tais Taylor [ttaylor@shiningstarspcs.org](mailto:ttaylor@shiningstarspcs.org) Cherita Moore-Gause [cmooregause@shiningstarspcs.org](mailto:cmooregause@shiningstarspcs.org).

### NEW & RETURNING STUDENTS

#### ONLINE FORMS

- PowerSchool Registration Form
- 22-23 SY Media Release Form
- Parent Government Issued ID or Drivers Licence ( if not provided as proof of residency )

#### ADDITIONAL FORMS

- DC Residency Verification Form-English
- DC Residency Verification Form-Español
- Supporting Documents for Residency May Be Submitted Electronically
- [Universal Health Certificate with Immunization Record](#) (expires 1 yr from exam date)
- [DC Oral Health Assessment Form](#) (for students over 3 years old)

### NEW STUDENTS ONLY

- Copy of Individualized Education Plan (IEP)/504 Plan (if applicable)
- Birth Certificate (long Form)
- Withdrawal form from previous school
- [Home Language Survey](#) ( first time in a DC school)
- Release of Records Form

### **Step Two-** (if applicable)

If your child has a medical concern (asthma, severe allergies, etc) we **MUST** receive the Physician's Action Plan and medication (inhaler, epipen, etc) **before your child may start school. NO EXCEPTIONS.**

Forms and medication must be submitted in person to School Nurse ([nurse@shiningstarspcs.org](mailto:nurse@shiningstarspcs.org))

- Physician's Action Plan
- [SSMA Medication Authorization Form](#)
- Medication (inhaler, epipen, etc)

**Step Three-** If you have any questions about the meal program or the Free and Reduced Meals application (available in June) please contact at [cmooregause@shiningstarspcs.org](mailto:cmooregause@shiningstarspcs.org).

- Free and Reduced Meals Application (Updated Forms Are Not Available At This Time)



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