



ENROLLMENT FAQ

↙ When is my enrollment considered complete?

All new students' enrollment must be complete on our online PowerSchool platform. A student's enrollment application is considered complete when all required documents are submitted and verified by the Enrollment Center.

↙ What documents are required for my students' new registration to be considered complete?

- **Enrollment Application**
- **Three (3) Proofs of Residency.** Families must provide original documents, which must contain name and address for proof of residence. Families must provide current proof of residency documents (dated within 45 days of submission). Proof of residency documents may include:
 - California Driver's License
 - California Identification Card
 - Lease/Rental Agreement
 - Utility Bills - PG&E, Water, Garbage
 - Home Phone Bill or Cable Bill (Cell Phone Bills are not acceptable)
 - Additional Options can be found [HERE](#)
- **All [Required Immunizations](#).** Families must show proof of each required immunization. The child WILL NOT be allowed to attend school if the immunization verification has not been received before the first day of school.

Grade	Required Immunizations & Number of Doses
<ul style="list-style-type: none"> TK/K-12 Admission 	<ul style="list-style-type: none"> 4 Polio 5DTaP 3 Hep B 2 MMR 2 Varicella TB Risk Assessment
<ul style="list-style-type: none"> 7th-12th 	<ul style="list-style-type: none"> TK/K-12 doses + 1 Tdap



What do I do if my child cannot complete their vaccinations before school begins?

Students' immunizations must be up-to-date prior to enrollment. The child WILL NOT be allowed to attend school if the immunization verification has not been received before the first day of school.

For TK enrollment, students who are ineligible to receive their final immunizations prior to the start of school must submit official medical proof of an upcoming doctor's appointment regarding the missing immunization(s).



How do I upload the required documents in the enrollment application?

Documents can be scanned as a .pdf file or a clear photo of the document(s) taken and uploaded as .jpg or .png file within the enrollment application.



When will I receive confirmation of my child's enrollment?

Families are notified via a provided email if their students' enrollment application is incomplete. Families will receive a confirmation email when their students' enrollment application is complete.



Is my child guaranteed placement at their school of residency?

Every attempt is made to place new students at their school of residence. However, the district cannot guarantee such placement and reserves the right to overflow students to other schools within ESD as necessary when a grade-level enrollment capacity is reached.

Any changes in a students' placement is determined during the first 10 days of school in collaboration with our bargaining partners.

Considerations for any change of placements includes the completed enrollment date.



Contact Information

For any questions on enrollment, reach out to:

Evergreen Enrollment Center

408-270-6800

enrollment@eesd.org