



# E J Moss Intermediate School

## Enrollment Process

Office Use : \_\_\_\_\_ 30 days Residency

### **ALL REQUIRED DOCUMENTS MUST BE SUBMITTED FOR ENROLLMENT**

#### **Step 1:**

- Pre-enrollment form online: <http://www.lindaleeagles.org/new-student-enrollment>

#### **Step 2:**

- Campus paperwork- can be completed on site or taken home and returned.

#### **Step 3:**

Required documentation for enrollment:

- Proof of residency: Current water bill, electric bill, executed lease agreement
- Birth Certificate
- Social Security Card
- Parent/guardian driver's license or official ID
- Immunization records (this can be requested from previous school but the timeline for records request may delay processing)
- The parent or legal guardian of residence must be present to enroll a student.
- Withdraw Documentation
- Court/Legal Documentation

**After steps 1 & 2 required documents may be emailed to [warringtonal1@lisdeagles.net](mailto:warringtonal1@lisdeagles.net)**

#### **Step 4:**

- Online Skyward registration.

#### **Schedules:**

- Student schedules will be processed once all documents have been received and all of the above steps are completed.
- During summer enrollment, due to high enrollment numbers, schedules are processed about 3-4 days after all steps are complete. Note- out of state transfers may take more time for processing depending on records requests.
- Skyward online registration must be completed to access the students schedule. See Pink flyer for directions to login to complete step 4.

#### **6<sup>th</sup> grade elective selection:**

- Band** (within the first six weeks or already in a band program at previous school)

**Band test scheduled** \_\_\_\_\_

- Art**
- Choir**

**Bus transportation must be arranged by the parent after enrollment. Contact Transportation at 903-881-4110**