

## Chicago Public Schools School Enrollment Form

*School Name* \_\_\_\_\_

<p style="text-align: center;"><b>Student Information</b></p> <p>Student's siblings' names if currently enrolled in CPS:</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Student ID# _____</p>	<p><b>School Use Only:</b> <b>Prevent duplicate student records. Search in SIM for an existing Student ID before creating a new one.</b></p>
<p>_____</p> <p style="text-align: center;">Last Name                      First Name                      Middle Name                      Generation (Jr., etc)</p> <p>_____</p> <p style="text-align: center;">Gender                      Birth date (mm/dd/yyyy)                      Registration Grade Level (when first entering CPS)</p>		
<p style="text-align: center;"><b>Personal, Immigrant, and Refugee Information</b></p> <p><b>To Parent/Guardian:</b></p> <p><i>CPS is required to keep a count of immigrant students for Federal and State Guidelines in order to determine if additional resources and services for students are needed.</i></p> <p><i>Note that this is not an inquiry on citizenship status, and all information will be kept confidential.</i></p>	<p style="text-align: center;">Y / N</p> <p>Birth Certificate on File                      Birth Verification Type</p> <p>_____</p> <p>* <b>Birth Country</b>                      Birth State                      Birth City</p> <p>_____</p> <p>* Complete if student was <u>not</u> born in the United States (US) or one of its Territories:</p> <p><b>Date of first enrollment in any US School:</b> _____</p> <p><b>Full Years completed school in US:</b> _____</p> <p>Student has refugee status: Y / N                      Country of refugee: _____</p>	
<p><b>School Use Only: Note that "Date of first enrollment in any US School" becomes a required field in SIM if "Birth Country" is <u>not</u> the US or one of its Territories.</b></p>		
<p style="text-align: center;"><b>Student Address/Phone</b></p> <p>Physical (Home) Address</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Mailing Address (if different than Home)</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Home Phone Number _____</p>	<p>Street Number and Name                      Apt.                      City                      State                      Zip Code</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Street Number and Name                      Apt.                      City                      State                      Zip Code</p> <p>_____</p> <p>_____</p> <p>_____</p>	
<p style="text-align: center;"><b>Demographic, Home Language, Parent/Guardian Contacts, Emergency/Health Information</b></p>	<p>Federal Ethnic and Race Categories: <i>(Enter information into SIM from the Race and Ethnicity Survey form)</i></p> <p>Home Language Survey: <i>(Enter information into SIM from the Home Language Survey form)</i></p> <p>Parent/Guardian Contacts: <i>(Enter information into SIM from the Request for Emergency and Health Information form)</i></p> <p>Emergency/Health Information: <i>(Enter information into SIM from the Request for Emergency and Health Information form)</i></p>	
<p style="text-align: center;"><b>Enrollment</b></p> <p><b>Enrollment Status Codes:</b></p> <p>01 – No Former School</p> <p>02 – Chicago Public School (to incl. Charter/Contract)</p> <p>03 – Chicago Private School</p> <p>04 – IL Public Schl, not Chicago</p> <p>05 – IL Private Schl, not Chicago</p> <p>06 – US Public Schl, not Illinois</p> <p>07 – US Private Schl, not Illinois</p> <p>08 – Not in USA</p>	<p>*School Transferring From <i>(if not a Chicago Public, Charter or Contract School)</i> _____ City and State _____</p> <p>*Is the student in good standing? Y / N _____ <i>(Instructions to school: for out-of-state public school or any private school students, a certification of "good standing" should be received from the Parent/Guardian. Refer to CPS Policy 10-0623-PO1 for more information.)</i></p> <p>Last Chicago Public, Charter, or Contract School Attended _____</p> <p>Is the student receiving any type of Special Education services? Y / N _____ <i>(Instructions to school: if yes, please notify the Case Manager.)</i></p> <p>Student Enrolled by _____ <i>(Print Name and Relationship)</i></p> <p>_____</p> <p style="text-align: center;">Signature of Parent/Guardian                      Date of Enrollment</p>	
<p><b>School Use Only:</b></p> <p>Enrollment Status Code <i>(insert a # from the left)</i> _____ Grade Level _____ Homeroom/Division # _____</p>		