



Welcome new East Aurora families!

This packet contains your child's registration materials for the 2016-2017 school year. Please complete all enclosed forms and return them to:

**East Aurora Welcome Center, 1480 Reckinger Rd., Aurora, IL 60505**

Open: Monday – Thursday, 9 a.m. to 2 p.m. No appointment necessary before 2 p.m.  
After 2 p.m. by appointment only.

## How to enroll a new student

### **Step 1: What to bring to the Welcome Center:**

- Birth Certificate** – Original or certified copy
- Parent/guardian's driver's license or photo ID**
- Affidavit of guardianship** – If you are not the student's parent or legal guardian and have assumed responsibility for a student for reasons other than access to the educational programs of the school district.
- Proof of residency** - You must provide **three (3)** documents in parent/guardian's name, see examples listed below:
  - Title evidence, mortgage papers, or lease agreement
  - Utility bill for current months: (i.e. Nicor Gas, Com Ed, Comcast, city water)
  - Medical card with current address
  - Green Card/Matriculate Card with current address
  - Affidavit of residency (if applicable)

If you are experiencing a temporary housing or lack of housing situation, please contact the Welcome Center at (630) 299-7302.

### **Step 2: What to bring to your child's new school:**

- Illinois State Board of Education Transfer Form** –This document must be provided by the previous school if transferring from a public school within the State of Illinois.
- Unofficial transcript (high school only)** - This document must be provided by the previous school.
- State of Illinois Health Physical/Immunizations Exam, Dental & Vision Exams**
  - **Health Physical/Immunizations Exam** - All preschool, kindergarten, 6<sup>th</sup>, 9<sup>th</sup>, grade students.
  - **Dental Exam** - All kindergarten, 2<sup>nd</sup> and 6<sup>th</sup> grade students.
  - **Visions/Eye Exam** – All kindergarten students.
- Current IEP or any other special education records** - If student was receiving services at previous school (if applicable)
- School fees** will be collected after the first day of school in the 16 – 17 school year.

Feel free to contact the Centralized Registration Office with any questions at (630) 299-7302.

Thank you,  
East Aurora Centralized Registration