

# Laurel Public Schools (LPS)

## Enrollment - Frequently Asked Questions



**Q: How do I enroll my child?**

A: All new student enrollments (including students who previously attended LPS) are completed **online** at [www.laurel.k12.mt.us](http://www.laurel.k12.mt.us) > *Quick Links* > *Enrollment*



**Q: Can my child attend Laurel Public Schools if I don't reside within Laurel's district boundaries?**

A: ALL out-of-district students must apply to attend LPS. Policies, procedures, tuition rates and application forms can be accessed through a link at the bottom of the Enrollment page at [www.laurel.k12.mt.us](http://www.laurel.k12.mt.us) > *Quick Links* > *Enrollment*.



**Q: What kind of documentation do I need to enroll my child?**

A: The following:

1. A copy of your child's Certified Birth Certificate (official copy from the County).
2. A copy of your child's most recent immunization record.
3. Parent Photo ID -OR- Legal Guardian/Custodian Photo ID with supporting legal documents.
4. Proof of residency\* - We accept **ONE** of the following:
  - Recent electricity/gas/water bill
  - Rental/lease agreement
  - Property Purchase Settlement Statement
  - Recent property tax statement

*\*Proof of residency is required each time you enroll a new student, even if you have a previously enrolled student attending Laurel Public Schools.*



**Q: Do I need to submit all of the documents listed on the enrollment page in order for my child to start school?**

A: Yes, all documents are required.



**Q: Will you get my child's Birth Certificate and Immunization Record copies from his/her previous school?**

A: No, parents are responsible for submitting their child's Birth Certificate and Immunization Record copies.



**Q: My child currently attends Laurel Public Schools. Do I need to enroll him/her for next school year?**

A: No. Students currently attending Laurel Public Schools will be automatically assigned an enrollment for the following school year.



**Q: I was unable to upload some or all of the requested documentation when completing my child's online enrollment application. What do I do now?**

A: Your application will be placed on hold until document copies are received by the district via **mail, fax or drop-box** at: **410 Colorado Avenue, Laurel MT 59044** - Fax number: 406-628-3375 **Please do not submit original documents; copies only.**



**Q: I am living with a friend/relative. How do I verify my address?**

A: The friend/relative with whom you live will be required to complete an [Address Verification Form](#) and provide one of the following in their name:

- Recent electricity/gas/water bill
- Rental/lease agreement
- Property Purchase Settlement Statement
- Recent property tax statement



**Q: My child received free/reduced lunches at her/his previous school. Does this information transfer over?**

A: FRAM information does not transfer from school to school. Applications for Free and Reduced-price School Meals can be found at [www.laurel.k12.mt.us](http://www.laurel.k12.mt.us) > *Parents* > *Free/Reduced Meals*.