



LEMONT HIGH SCHOOL ENROLLMENT CHECKLIST

* INCOMING FRESHMEN *

Please contact Registrar Colleen Amberg at (630) 243-3218 with questions concerning enrollment for incoming freshmen.

IMPORTANT NOTES FOR INCOMING FRESHMEN

- Incoming freshmen who **are not** Old Quarry Middle School students should return the “Request for Release of Student Information” form to their grade schools as soon as possible. This will allow Lemont High School to receive your standardized test scores.
- **ALL parents/guardians of incoming freshmen must complete the New Student Online Enrollment module; this will include uploading documents to prove residency.** The documents that must be uploaded are listed below.
- All incoming freshmen are required to submit a State of Illinois Child Health Examination Form (including an up-to-date immunization record), completed by an Illinois physician. This physical must be dated on or after August 15, 2022. However, if it is to be used for athletic participation for the student’s entire freshman year, the physical should be dated on/after May 15, 2023. Parents/guardians are **strongly encouraged** to submit the student’s physical by July 1.

DOCUMENTS TO UPLOAD INTO NEW STUDENT ONLINE ENROLLMENT MODULE

*The documents below must be uploaded into the New Student Online Enrollment module. **Please have these documents available (in .pdf or .jpeg format) prior to beginning to complete the module.** Biological, adoptive or foster parents may enroll a student. Guardians must have proper court authorization.*

REQUIRED FOR ENROLLMENT FOR ALL STUDENTS

- _____ Parent/Guardian Photo ID (*driver’s license or any photo ID is acceptable*)
- _____ Student’s **Certified** Original Birth Certificate or Passport (*passport only may be used for international students*)
- _____ Required Proofs of Residency (*see below – one document for Category A and two documents for Category B must be provided*)
- _____ Student’s Most Recent Immunization Record (*from a student’s physical or a medical provider’s online portal*)

REQUIRED PROOF OF RESIDENCY FROM PARENT/GUARDIAN AND/OR HOMEOWNER

To enroll, a student’s parent/legal guardian AND the student must be full-time residents within the district’s attendance boundaries.

IF YOU OWN YOUR HOME:

- One proof of residency from Category A
- Two proofs of residency from Category B

IF YOU RENT OR LEASE:

- Current signed lease/rental agreement
- Two proofs of residency from Category B

IF YOU LIVE WITH ANOTHER FAMILY:

- Owner’s Affidavit of Residence Form
- One proof of residency from Category A and one proof of residency from Category B **by the owner/renter of the residence**
- One proof of residency from Category C **by the parent/guardian**

CATEGORY A (*only originals will be accepted*)

- _____ Most recent property tax bill, deed of ownership, or current signed lease/rental agreement
- _____ Signed and dated real estate papers indicating purchase/ownership of property within District 210’s boundaries
- _____ Mortgage statement or mortgage payoff letter

CATEGORY B (*only originals will be accepted*)

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|---|-------------------------------|
| _____ Current utility bill (<i>i.e., gas, electric, water, telephone, cell phone, Internet</i>) | _____ Driver’s license |
| _____ Homeowner’s/Renter’s insurance statement | _____ Voter registration card |
| _____ Vehicle registration | _____ Income tax bill |

CATEGORY C – must provide proof of residence at the address listed (*only originals will be accepted*)

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| _____ Current bill (<i>i.e., cell phone</i>) with your name and address clearly listed | _____ Bank statement |
| _____ Insurance statement | _____ New Illinois driver’s license receipt |
| _____ U.S. Postal Service change of address form | |

DOCUMENTS THAT MAY APPLY TO SOME STUDENTS

*These documents may be provided in person at the school’s Security Office or emailed to School Registrar Colleen Amberg at camberg@lhs210.net. Custody documentation is required when applicable.**

- _____ IEP/Special Education Records/Section 504 Plan (*not applicable for Old Quarry students*)
- _____ Divorce/Custody/Guardianship Papers/906 Placement Form (*if applicable*) – ***NOTE:** If a non-custodial parent/guardian is enrolling the student, the Registrar may require that individual to complete the Non-Parent Custodial Form at the time of enrollment.