



## Walled Lake Consolidated School District Enrollment Criteria

The following information **must** be provided by the parent/guardian for enrollment.

- **Identification** – Photo ID, such as a driver’s license, state ID of parent, stepparent, or legal guardian. Passports are accepted only when no driver’s license is available.
- **Proof of Residency** – Three **current** proofs, ONE from Column 1 and One from Column 2 and ONE from Column 3, in the name and address of the parent, stepparent, or legal guardian.

Column 1 (submit <b>one</b> of these)	Column 2 (submit <b>one</b> of these)	Column 3 (submit <b>one</b> of these)
<p><b>Mortgage Statement</b> for current month; We <b>MUST</b> be able to see company name, your name, current date, both the mailing address &amp; the property address. We cannot accept 1098s</p>	<p><i>We must be able to see the company’s name, your name &amp; address and the current dates. We do not need account #s or amounts.</i></p>	<p><i>We must be able to see the company’s name, your name &amp; address and the current dates. We do not need account #s or amounts.</i></p>
<p><b>Most Recent Property Tax Statement</b> – We <b>MUST</b> be able to see city name, your name, current date &amp; property address. (Property Tax reports or Tax Assessments ARE NOT acceptable)</p>	<p><b>Utility Bill</b> = Gas or Electric</p>	<p>Cable or Internet Bank or Credit Card Statement</p>
<p><b>Lease for Apartment/Home Rental, Site Lease for Mobile Home</b> – <b>MUST</b> include all tenants &amp; occupants names, beginning &amp; ending dates, signatures of both the tenant &amp; the landlord.</p>		<p>Medical Bill or monthly Health Insurance Statement</p>
<p><b>Accepted Purchase Agreement</b> – signed by all parties with closing date indicated, <b>only</b> if you’re in the process of moving or building.</p>		<p><i>A cell phone bill is not tied to an address and is therefore, not acceptable as a proof of residency.</i></p>
<p><b>Closing Papers</b> – accepted <b>only</b> if you’ve moved you’re your house within the last 30 days; Transfer Affidavit (stamped &amp; filed) or Warranty Deed (signed by seller &amp; notarized) can be accepted.</p>		<p><i>We cannot accept insurance certificates, car registrations, paystubs, W2s or W9s, or Voter ID cards. We cannot accept items addressed to occupant at your address, unopened envelopes, shipping labels, notices or payment coupons.</i></p>

- **Birth Certificate** – Student’s original certified birth certificate with a raised seal of authenticity, as required by law. A Verification of Birth or certificate from the hospital signed by the physician is **not** acceptable.
- **Immunization Records** – Please supply the most recent record (no older than July of previous year).
- **Vision AND Hearing Screening** (required for Kindergarten & Jr. Kindergarten students only).
- **Guardianship** – Legal guardianship documentation, obtained from the Probate Court, with the stamp, the date and the judge’s signature. Step-parents must provide marriage certificate to prove guardianship.
- **High School Only** – A complete unofficial transcript for students in grades 10-12; students entering 9<sup>th</sup> grade, please provide final 8<sup>th</sup> grade report card. Upon completion of registration, a high school counselor will reach out to the student to schedule an appointment. If your student is returning to high school without having attended another high school, had previously dropped out, or was home schooled, you must make an appointment for the student and parent/guardian to meet with a high school administrator and/or counselor. A \$40 book deposit will be collected at the high school

**If you cannot meet the above requirements, please contact the Office of Student Services:**  
[studentenrollment@wlcsd.org](mailto:studentenrollment@wlcsd.org) or you may call 248.956.2086

**Special Education Services** – Once enrolled, if your child has a current IEP or you have questions regarding special education, please contact the Special Services Department: [ErinDemetriou@wlcsd.org](mailto:ErinDemetriou@wlcsd.org) or [KatelinHoloway@wlcsd.org](mailto:KatelinHoloway@wlcsd.org)

**Bilingual Services** – If your child speaks a language other than English and interpretation assistance is needed for enrollment, please contact the Bilingual/ESL Office at [DawnTrescone-Forgacs@wlcsd.org](mailto:DawnTrescone-Forgacs@wlcsd.org).