

Student Name: (Last, First) _____ Grade _____

Your enrollment appointment day/time:

Welcome to Tabb Middle School & the York County School Division

New Student Enrollment for SY 2022-2023 Checklist

1. Call Tabb Middle at 757 898-0320

- ___ Confirm your address is in the TMS zone
- ___ Arrange to pick up your student's Enrollment Packet
- ___ Confirm an appointment time to return *completed* enrollment packet

Please check for your student's name on the outside of the packet.

2. View a Counselor Narrated Presentation for New Parents: *Tabb Middle School website - About - School Counseling - New Student Enrollment - 6th or 7th/8th New Parent Orientation.* Please watch prior to completing academic/elective forms.

3. Complete Enrollment Packet prior to Enrollment Appointment

- ___ Complete Online Pre-Enrollment – You will be offered a receipt once submitted/saved.
 - o https://yorkcountyschools.org/studentInfo_Submission/default.asp
- ___ Complete the enclosed Academic Enrollment & Elective forms (with your student)
- ___ Complete the enclosed Request for Student Records form
- ___ Complete the enclosed Student Health Form
- ___ Include a copy of the latest Report Card & transfer grades (to confirm appropriate grade level and Math/English placement)
- ___ Include a copy of Standardized Test Scores
- ___ If applicable, include a copy of the current IEP (Individualized Educational Plan), 504 Plan and/or prior Gifted Testing & Eligibility documents

Include copies of Enrollment Documents (*Required by York County School Division at time of enrollment)

Please do not rely on your child's previous school to fax/ mail birth certificate or shot record. A records request will be sent to your child's previous school. However, it may take weeks for records to be received and reviewed, placing enrollment and schedules on hold until all required documents are received.

- ___ *2 Proofs of Residency
 - o 1st: *must* be a signed lease agreement or mortgage statement
 - o 2nd: any current bill or statement (utility bill, bank statement or insurance verification--- renter's/homeowner's/auto)
- ___ *Student's certified birth certificate (Hospital certificate is not acceptable.)
- ___ *Immunization record (to include documentation of Tdap Booster (rising 7th & 8th Graders)

4. Place all *completed* forms and requested *documents* in this envelope and bring to your enrollment appointment.