

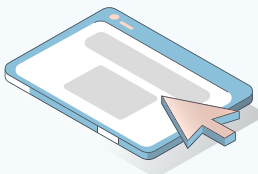


NEW STUDENT ENROLLMENT/REGISTRATION

Thank you for your interest in Wiseburn USD!

To begin the enrollment process, please follow the steps below.

1



Create an account on **SchoolMint and begin your student's enrollment process.**

Create an account on SchoolMint at wiseburn.schoolmint.net.

Follow the prompts on SchoolMint to create and submit a *resident* or *interdistrict permit* application for your student.

2

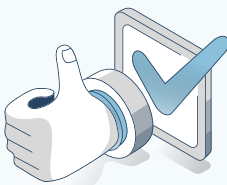


Once your documents have been submitted and **verified by Wiseburn USD...**

You will receive an email on SchoolMint with an offer for your student to attend school in Wiseburn.

If you are missing documents, the school office manager will let you know what needs to be uploaded to proceed with an offer.

3



If an offer is made...

Accept it promptly on SchoolMint to receive initial online registration forms, which should be completed as soon as possible.

4



In August, you will be sent additional online forms to be completed **BEFORE the first day of school to ensure your student is placed in a class.**



DISTRICT ENROLLMENT REQUIREMENTS

All students new to the Wiseburn Unified School District must provide **proof of district residency** as part of the enrollment process, in accordance with California Education Code and the California Code of Regulations. Families will do this by uploading the following documents to the online application.



Document Guidance

- Originals of the documents verifying district residency must be uploaded during enrollment.
- Parent(s)/Guardian(s) legal name and current address must appear on the documentation. PO Box numbers are not acceptable.
- Enrollment must be done by the parent or guardian of the student and not by friends or other relatives.
- In the event that sufficient documentation is not provided or cannot be verified by the District, a home visit or residency check may be conducted.



Your Identification

CHOOSE ONE:

- California Driver's License **OR**
- California ID **OR**
- Consulate ID **OR**
- Passport



Your Student's Identification

CHOOSE ONE:

- Certified copy of a birth record (birth certificate) **OR**
- Statement by the local registrar or a county recorder certifying the date of birth **OR**
- Baptism certificate duly attested **OR**
- Passport **OR**
- When none of the foregoing is obtainable, an affidavit of the parent, guardian, or custodian of the minor



Primary Residency Document

CHOOSE ONE:

- **For Homeowner:**
 - Title of Property, **OR**
 - Recent Property Tax Bill, **OR**
 - Recent Monthly Mortgage Statement
- **For Rental/Lease:**
 - Original Rental/Lease Agreement

Submit all pages of the agreement with manager or owner's name and current phone number. Wiseburn may contact the management company/owner of the property to verify residency.

If the student's parent or guardian is not listed on the lease or mailed documents for the home where the student resides, please refer to the section below on Co-Residency Status.



Supplemental Documents

PROVIDE TWO DOCUMENTS WITH THE ADDRESSEE NAME MATCHING THE NAME ON THE PRIMARY RESIDENCY DOCUMENT:

- Utility Bill (Gas, Electric, or Water) **OR**
- Verification of Connection **OR**
- Internet Bill **OR**
- Cable Bill **OR**
- Auto Insurance Bill **OR**
- Voter Registration **OR**
- Correspondence from a Government Agency

Note: Selected documents must be unaltered and have been received or postmarked within the last 60 days.



Co-Residency Status

If you and your child(ren) are living with a family that resides within the Wiseburn attendance boundaries, you are considered Co-Resident.

THE ENROLLING STUDENT'S PARENT/GUARDIAN AND THE FAMILY YOU ARE LIVING WITH MUST ADDITIONALLY EACH PROVIDE THE DOCUMENTS AS LISTED IN THE FOLLOWING SECTIONS:

- **ONE** document each from "Your Identification" **AND**
- **TWO** documents each from "Supplemental Documents"

WUSD complies with all state and federal laws regarding homeless and foster youth. If you have any questions about this or have any challenges providing these documents, please contact enrollment@wiseburn.org or visit wiseburn.org/mv.



Student's Immunization Record

If you have a copy of your student's up-to-date immunization record, please upload it now. If you do not have a copy and need additional time to follow up with your medical provider, no upload is required for the initial application process, and your student will be enrolled on conditional terms, pending the fulfillment of this requirement. **A copy of your student's record with all required immunizations must be received before your student attends their first day of school.**