



Enrollment Checklist & Confirmation of Enrollment

Parent/Guardian:

Please use this checklist to insure that you gather all required materials for enrollment of your child at New Mexico International School (NMIS) for the 2018-2019 school year.

Student Name: _____ **Grade for 2018-2019:** _____

Turn this form in, along with all other materials, to the NMIS Registrar by: **May 11, 2018 by 3:00 pm.**

Required Documents for Enrollment

NMIS Registrar's Initials for Receipt:

Required Annually of All Students:

- _____ 1. Student Information Form
- _____ 2. Contact Form
- _____ 3. Release Form
- _____ 4. Emergency Medical Authorization Form
- _____ 5. Medical History Form
- _____ 6. Student Residence Questionnaire
- _____ 7. Military Status Form

Required Annually of Students with Certain Medical Concerns

- _____ Prescription Order and Medication Authorization Form
- _____ Parent Authorization For Over-The-Counter Medications
- _____ New Mexico Asthma Action Plan for Schools
- _____ Epinephrine Pen Food Allergy & Anaphylaxis Emergency Care Plan

Not required for this student

Required of Students NEW to NMIS this year

- _____ Copy of up-to-date *Immunization Record* (or approved Exemption Form from NM Department of Health – pending *Exemption Forms* are not accepted by NMIS)
- _____ Original *Birth Certificate* to be reviewed verified and returned by NMIS Registrar.
- _____ 9. *Language Usage Survey (Only for Incoming Students)*
- _____ 8. *Incoming Kindergarten Questionnaire*
- _____ 10. Parental Acknowledgement of Potential Academic Deficits (for students in 1st-6th grade.)

Confirmation Receipt of Enrollment Documents

The above items have been turned in to NMIS. Registration is pending review by school nurse and Administration to assure immunizations and forms are complete. NMIS does not accept incomplete documents.

NMIS Registrar: _____ Date: _____ Time: _____

(Return this form to parent/guardian as receipt)

NEW MEXICO INTERNATIONAL SCHOOL

A free, public, K-6 charter school

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