

Updated Enrollment Procedures for 2021 & 2022

Good Morning Parents,

If you are looking to enroll a student in Kindergarten for next year, please follow the enrollment process below.

If your child will be an incoming Kindergarten/Y5 student, please complete the registration process below. If you have other questions, specific to Snow, feel free to email the school at segersm@dearbornschools.org

Thank you

Mr. Abdelfattah

Due to Governor Whitmer's "Stay Home, Stay Safe" Executive Order, our K-12 Enrollment Process has been modified effective immediately.

Step One: Pre-Enrollment

Complete the online pre-enrollment by visiting: <https://dearbornschools.org/services/enroll/> This "pre-enrollment" step provides the necessary documents to complete the enrollment.

Step Two: Scan and upload your documents

After completing the student pre-enrollment information, upload your scanned documents that are requested. If you don't have access to a scanner, most smartphones have a scanning application or you can take a photo of the document. If you are not able to upload the documents you can email all the supporting documents to segersm@dearbornschools.org

Please make the subject of the email the student's first and last name as it appears on the birth certificate, passport or refugee document.

All students will need the following forms to enroll:

- Certified birth certificate, passport or refugee document
- Immunizations / Shot Records (required for enrollment) The required shots may be found by clicking the following link: https://www.michigan.gov/documents/mdhhs/School_Req_for_Schools_553548_7.pdf
- Health Physicals* (not needed at the time of enrollment but required at the start of the school year. The physicals are required for kindergarten, 6th and 9th graders **ONLY**). This form can be found on the <https://dearbornschools.org/services/enroll/>. Scroll down to get to [Health Form.pdf](#)
- Parent/guardian's driver's license, State ID, passport or work permit for identification purposes only
- Items to Prove Residency are as follows:

If you own your home we will need the following:

- Current property tax bill, Deed, Closing Statements or Certificate of Occupancy
- DTE Bill (copy front and back), Cable, or Cell phone bill (No DTE shut-off notice or water bill)

If you rent your home we will need the following:

- Signed current rental/lease agreement
- A Landlord Affidavit must be filled out by you and your landlord <https://dearbornschools.org/services/enroll/> (PDF)
- DTE Bill (copy front and back), Cable, or Cell phone bill (No DTE shut-off notice or water bill)

If you do not own or rent your home and live with someone you need to fill out a Residency Affidavit at Student Services. Please contact them for an appointment at (313)827-3005. They are located at 18700 Audette St, Dearborn MI 48124 .

You will need the following for Residency Affidavit:

- The person with whom you reside with needs to come in with you to fill out a residency form
- Copy of their ID
- Items to prove Residency as follows:

If they own their home they will need the following:

- Current property tax bill, Deed, Closing Statements or Certificate of Occupancy
- DTE Bill (copy front and back), Cable, or Cell phone bill (No DTE shut-off notice or water bill)

If they rent their home they will need the following:

- Signed current rental/lease agreement
- A Landlord Affidavit must be filled out by you and your landlord <https://dearbornschools.org/services/enroll/> (PDF)
- DTE Bill (copy front and back), Cable, or Cell phone bill (No DTE shut-off notice or water bill)

Step Three: Once we've received all your required documents, we will enroll your student. We will call or email you a confirmation when the enrollment is complete.

IF YOU HAVE TECHNOLOGY LIMITATIONS OR FEEL MORE COMFORTABLE SUBMITTING HARD COPIES, please pickup a registration packet at Snow Elementary. Once the forms are complete, please call the school at (313) 827-6300 to make an appointment to submit the forms.

Kindergarten: Your child should be five-years-old on or before September 1 2021. (please see [Preschool & Elementary School Information](#) page for more information and required forms).

- Kindergarten Waiver Request: if applying for Young Five/Kindergarten, the child must be at least 5 years of age by September 1, 2021. The waiver is applicable for students with birth dates from September 2 through December 1 of the school year of enrollment. Please visit our Preschool and Elementary School Information page, cited above, for more information.

- The State of Michigan mandates that all children must be 5 years of age or older no later than December 1st in order to be eligible for enrollment.