Holt Public Schools

Kindergarten Round-up

Enrollment Directions(enrollment begins 1/22/19)

Your child <u>must be a resident</u> of Holt Public Schools and meet the Kindergarten Age Requirements stated below. Call (517) 699-1103 to request a Schools of Choice application packet for a non-resident student.

<u>KINDERGARTEN AGE REQUIREMENTS:</u>

State legislation changed the enrollment age for kindergarten students by requiring them to be five by September 1, beginning with the 2015-16 school year. This requirement is also for subsequent years. However, a parent or legal guardian may enroll his or her child in kindergarten as long as the child turns five on or before December 1 of that school year by notifying the district in writing of his or her intent to enroll the child in kindergarten. Completing an online enrollment form through the Registration Gateway portal at www.hpsk12.net will meet this notification requirement for children turning five between September 1 and December 1, 2019, for the 2019-2020 school year.

1. **Call your attendance area school** to state your interest in enrolling your kindergartener for next school year. Your child's name will go on a count list for upcoming mailings and additional information.
2. **Visit Holt Public Schools' website at <u>www.hpsk12.net</u>.** Click on *<u>Student Enrollment</u>* or *<u>Registration Gateway,</u>* then *<u>Online Enrollment K-12</u>* to start the enrollment process. (*A computer is available for online enrollment at the Administration/Board office, Monday through Friday, 8 a.m. to 4 p.m.)*
3. **Schedule an appointment** at the end of the online registration process to finalize your child's enrollment at the Curriculum Office, 5780 West Holt Road, Holt (located in the administration wing of the North Campus Building, across the street from Holt High School). Enter through door #35, Administration and Board of Education.

   During your appointment you <u>must</u> provide the following required documentation or your appointment will be rescheduled.

   - ✓ <u>Certified</u> birth certificate (with raised seal)
   - ✓ Parent's Photo identification (Driver's license, State ID, etc.)
   - ✓ **<u>Two</u>** current Proofs of residency *(i.e., utility bill, property tax statement, signed lease, etc.)*

   If you do not have all the required documentation and need to discuss how this affects your enrollment, please call the Curriculum Offices at (517) 699-1103.

Your child is not enrolled until you complete all three steps above!

Additionally, before your child can start school, you must provide the following records:

- ✓ Up-to-date immunization records
- ✓ Vision and hearing screening (kindergarten and first graders only)

Great Start Readiness Program (GSRP):

If your child is currently a **district resident GSRP** student, please provide current proof of residency to the Curriculum Office, 5780 West Holt Road, Holt (located in the administration wing of the North Campus Building, across the street from Holt High School). Enter through door #35, Administration and Board of Education. Your child has already completed the online enrollment process and no further action is required after you provide proof of residency. Non-resident GSRP students will receive a Schools of Choice application packet in mid to late May 2019. Enrollment for the 2019-2020 school year is contingent upon acceptance as a Schools of Choice student.