



School Enrollment Form



Please print or type:

Student Information

SCHOOL NAME

STUDENT ID#

School Use Only: Prevent duplicate student records. Search in SIS for an existing Student ID before creating a new one.

REGISTRATION GRADE LEVEL
(when first entering CPS)

LEGAL LAST NAME

LEGAL FIRST NAME

LEGAL MIDDLE NAME

GENERATION
(Jr., etc)

BIRTH DATE
(mm/dd/yyyy)

LEGAL SEX
(F/M/X/N)

*AFFIRMED GENDER
(F/M/N)

*AFFIRMED FIRST NAME

STUDENT'S SIBLINGS' NAMES IF CURRENTLY ENROLLED IN CPS:

*Optional. For more information regarding affirmed gender and affirmed name, please visit: [Supporting Gender Diversity Toolkit](#)

*AFFIRMED MIDDLE NAME

*AFFIRMED LAST NAME

Personal Information

BIRTH CERTIFICATE ON FILE YES NO

BIRTH VERIFICATION TYPE

*BIRTH COUNTRY

BIRTH STATE

BIRTH CITY

*Complete if student was not born in the United States (US) or one of its Territories:

DATE OF FIRST ENROLLMENT
IN ANY US SCHOOL:

FULL YEARS COMPLETED
SCHOOL IN US:

School Use Only: Note that "Date of first enrollment in any US School" becomes a required field in SIS if "Birth Country" is not the US or one of its Territories.

Student Address/Phone

PHYSICAL (HOME) ADDRESS (include unit number if applicable)

City

State

Zip

HOME PHONE #

MAILING ADDRESS (include unit number if applicable) (if different than Home)

City

State

Zip

Included Information

FEDERAL ETHNIC AND RACE CATEGORIES: *(Enter information into SIS from the Race and Ethnicity Survey form)*

HOME LANGUAGE SURVEY: *(Enter information into SIS from the Home Language Survey form)*

PARENT/GUARDIAN CONTACTS: *(Enter information into SIS from the Request for Emergency and Health Information form)*

EMERGENCY/HEALTH INFORMATION: *(Enter information into SIS from the Request for Emergency and Health Information form)*

Enrollment

*SCHOOL TRANSFERRING FROM ((if not a Chicago Public, Charter or Contract School)

CITY AND STATE

*IS THE STUDENT IN GOOD STANDING? YES NO

(Instructions to school: for out-of-state public school or any private school students, a certification of "good standing" should be received from the Parent/Guardian. Refer to CPS Policy 10-0623-P01 for more information.)

LAST CHICAGO PUBLIC, CHARTER, OR CONTRACT SCHOOL ATTENDED

IS THE STUDENT RECEIVING ANY TYPE OF SPECIAL EDUCATION SERVICES? YES NO

(Instructions to school: if yes, please notify the Case Manager.)

STUDENT ENROLLED BY (Print Name and Relationship)

Enrollment Status Codes:

- 01 - No Former School
- 02 - Chicago Public School (to incl. Charter/Contract)
- 03 - Chicago Private School
- 04 - IL Public Schl, not Chicago
- 05 - IL Private Schl, not Chicago
- 06 - US Public Schl, not Illinois
- 07 - US Private Schl, not Illinois
- 08 - Not in USA

Signature of Parent/Guardian

Must have an original signature; an electronic signature is not acceptable

Date of Enrollment

<i>School Use Only:</i>	ENROLLMENT STATUS CODE <i>(insert a # from the left)</i>	GRADE LEVEL	HOMEROOM/DIVISION #
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