



NEW STUDENT ENROLLMENT

Welcome to Homewood City Schools!

The presence of a **parent** or **court appointed custodian** is required to enroll a student.

TO ENROLL YOU MUST BE A BONA FIDE RESIDENT OF HOMEWOOD.

To be a bona fide resident, a student must be actually living in a dwelling in Homewood with a parent or court appointed custodian who is a resident of Homewood on a full time basis. Residence verifications, including home visits, may take place as necessary. ALL items listed below should be provided at the time of enrollment.

TO ENROLL PLEASE PROVIDE THE FOLLOWING ITEMS:

Proof of Residence

- A current annual tax notice OR
- A current lease in the name of the parent or court-appointed custodian (signed by Lessee and Lessor) OR
- Sales contract on a home (a contingency contract is not acceptable)

Current Utility Bill

A current utility bill from Alabama Power or Spire displaying the service or property address, not the mailing address

Official Birth Certificate (or other alternative documentation)

A document showing that the student is five years of age on or before September 1 for Kindergarten admission and that the student is six years old on or before December 31 for 1st grade admission. An opinion of the attorney general states in effect that under the common law one's age is computed by including the day of birth so that a given age is obtained the day before the birthday anniversary. Therefore, a child whose sixth birthday falls on January 1 is entitled to attend the public elementary schools at the opening of school for that school year. A child whose fifth birthday falls on September 2 is entitled to attend kindergarten.

Social Security Card or Social Security Number (Optional)

Current Alabama Immunization Form

Provided by a physician or the state health department

Custody Papers

If applicable, an official finalized court document signed by the Court

Withdrawal Form

Withdrawal form from your previous school with grades, official discipline reports and a current transcript (or report card for summer registration).

Following your on-site visit, please check the inbox of the email address you provided for a message from PowerSchool. Additional information, along with a unique code for each student, will be sent via email for you to complete the enrollment process online.

**ADDITIONAL NEW STUDENT ENROLLMENT INFORMATION
HOMEWOOD CITY SCHOOLS
FOR STARTING THE 2019-2020 SCHOOL YEAR**

Beginning May 1st, the HCS New Student Enrollment Packet will be posted on the district's website. Print and fill out the packet, then take it to your child's' school, along with the required documentation, any **Tuesday or Thursday between May 28th and June 27th from 7:30 am to 2:30 pm**. Additional information will be provided regarding the online registration process once the packet has been processed at the school.

For students new to Homewood City Schools and will be attending Homewood High School, **contact the high school any weekday to schedule an appointment for a Tuesday or Thursday between May 28th and June 27th from 7:30 am to 2:30 pm**. This appointment will include a meeting with both the registrar, who will process the enrollment packet, and a guidance counselor, who will assist with course selection.

All students (new and returning) will complete on-site registration, which includes residence verification and other school-based activities, Tuesdays and Thursdays July 9th through July 30th between 7:30 am and 2:30 pm.

Homewood City Schools
ABBREVIATED APPLICATION FOR STUDENT ENROLLMENT
Must be completed by Parent/Legal Custodian

DATE _____ SCHOOL _____ GRADE _____
LAST NAME _____ FIRST NAME _____
MIDDLE NAME _____ PREFERRED NAME _____
DATE OF BIRTH _____ GENDER (CIRCLE ONE): MALE FEMALE PRIMARY PHONE _____ - _____ - _____
PHYSICAL ADDRESS _____ CITY _____ ZIP CODE + 4 _____ - _____
MAILING ADDRESS _____ CITY _____ ZIP CODE + 4 _____ - _____
*SOCIAL SECURITY NUMBER (OPTIONAL) _____ - _____ - _____

ETHNICITY AND RACE:

IS THIS STUDENT HISPANIC/LATINO? YES NO
WHAT IS THE STUDENT'S RACE? (CHOOSE ONE OR MORE)
 AMERICAN INDIAN/ALSAKS NATIVE
 ASIAN
 BLACK/AFRICAN AMERICAN
 NATIVE HAWAIIIN/OTHER PACIFIC ISLANDER
 WHITE

PRIMARY LANGUAGE SPOKEN IN THE HOME: _____

STUDENT LIVES WITH (CIRCLE ONE): PARENTS MOTHER FATHER LEGAL CUSTODIAN
PARENT(S)/LEGAL GUSTODIAN (VERIFICATION SHALL BE IN ACCORDANCE WITH LOCAL SCHOOL BOARD POLICY)

| | |
|---|---------------------------------------|
| MOTHER/LEGAL CUSTODIAN _____ | CELL PHONE _____ - _____ - _____ |
| PHYSICAL ADDRESS _____ | CITY _____ ZIP CODE + 4 _____ - _____ |
| EMAIL ADDRESS _____ | |
| <i>NOTE: THE EMAIL ADDRESS WILL BE USED TO SEND ALL COMMUNICATION REGARDING REGISTRATION.</i> | |
| EMPLOYER _____ | WORK PHONE _____ - _____ - _____ |

| | |
|---|---------------------------------------|
| FATHER/LEGAL CUSTODIAN _____ | CELL PHONE _____ - _____ - _____ |
| PHYSICAL ADDRESS _____ | CITY _____ ZIP CODE + 4 _____ - _____ |
| EMAIL ADDRESS _____ | |
| <i>NOTE: THE EMAIL ADDRESS WILL BE USED TO SEND ALL COMMUNICATION REGARDING REGISTRATION.</i> | |
| EMPLOYER _____ | WORK PHONE _____ - _____ - _____ |

SPECIAL INFORMATION ABOUT CUSTODY (IF APPLICABLE):

STUDENT'S PREVIOUS PHYSICAL ADDRESS _____
CITY _____ STATE _____ ZIP _____

PREVIOUS SCHOOL SYSTEM _____ PREVIOUS SCHOOL _____
PREVIOUS SCHOOL'S ADDRESS _____
CITY _____ STATE _____ ZIP _____

WERE SPECIAL SERVICES RECEIVED AT PREVIOUS SCHOOL?

| | | |
|-------------------------------|-----|----|
| SPECIAL EDUCATION | YES | NO |
| 504 PLAN | YES | NO |
| ENGLISH LANGUAGE LEARNER (EL) | YES | NO |

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|---|-----|----|
| STUDENT IS CONNECTED TO AN ACTIVE DUTY MILITARY FAMILY? | YES | NO |
| STUDENT IS CONNECTED TO A GUARD OR RESERVE MILITARY FAMILY? | YES | NO |

IF ENROLLING IN KINDERGARTEN, PLEASE ANSWER THE FOLLOWING:

| | | |
|------------------------------|-----|----|
| HEAD START | YES | NO |
| CENTER-BASED CHILD CARE | YES | NO |
| HOME VISITATION PROGRAM | YES | NO |
| FIRST CLASS FUNDED PRESCHOOL | YES | NO |
| HOME-BASED CHILD CARE | YES | NO |
| OTHER PRESCHOOL | YES | NO |
| SPECIAL EDUCATION FUNDED | YES | NO |
| ATTENDED PRESCHOOL | YES | NO |

IF HIGH SCHOOL STUDENT, INITIAL ENTRY DATE IN 9TH GRADE _____

IF HIGH SCHOOL STUDENT, STUDENT'S CELL/TEXT MESSAGE NUMBER* _____

* Optional Information

PARENT/LEGAL GUARDIAN SIGNATURE _____

*Disclosure of your child's Social Security Number (SSN) is voluntary. If you elect not to provide a SSN, a temporary identification number will be generated and utilized instead. Your child's SSN is being requested for use in conjunction with enrollment in school as provided in Ala.Admin.Code §290-3-1.02(2)(b)(2). It will be used as a means of identification in the statewide student management system.

**HOMWOOD CITY BOARD OF EDUCATION
STUDENT RESIDENCY REQUIREMENTS
2019-2020**

The Homewood City Board of Education requires that all students attending a Homewood City School be *bona fide residents* of the City of Homewood. *To be a bona fide resident, a student must be actually living in a dwelling in Homewood with a parent or court appointed custodian who is a resident of Homewood on a full-time basis.* At the time of registration, a parent or court appointed custodian must provide proof of residence, and agree to inform the school district immediately if a change in residency occurs that would affect this policy.

Falsification of Residency Information

Registration of a student who is not a bona fide resident of the City of Homewood is a fraudulent act. Moreover, failure to advise the Board of a change of residency for the affected student would also be considered a fraudulent violation of this policy. Any address change is to be reported immediately. Any student found to have been fraudulently registered or attending Homewood Schools will be removed from school immediately. **Parents or court appointed custodians who provide false registration information or who fail to advise the School District prior to or immediately after a change in residence, thereby allowing a student to attend a Homewood school in violation of this policy, will be charged tuition at the rate of \$529 per month, per student, prorated for the time the child attended Homewood City Schools in violation of this policy.**

Parent/Custodian Initial

Furthermore, it is not the intent of Homewood City Board of Education to discourage enrollment of any student who legally resides within the Homewood city limits. However, the board does have full responsibility of managing and monitoring student enrollment as directed by the Federal Court guidelines and oversight as required by *Stout v. Jefferson County Board of Education, 2:65-cv-396-IPJ*. Any misrepresentation of residence requirements may be a violation of the above referenced Federal Court guidelines and as such carries serious penalty. **Any persons (Homewood Resident or Parent/Court Appointed Custodian) involved in falsifying enrollment information may be prosecuted as a violation of Criminal Code of Alabama §13A-10-109(a).**

Parent/Custodian Initial

CERTIFICATION OF RESIDENCE

I CERTIFY THAT:

- I have read, understand and will comply with the above Residency Requirements and that I agree to be personally responsible for the tuition if found in violation of the Federal Court guidelines and oversight as required by *Stout v. Jefferson County Board of Education, 2:65-cv-396-IPJ* or Criminal Code of Alabama §13A-10-109(a).

- I am the parent/court appointed custodian of:

_____, a student enrolling in _____ School.

- I understand that I must maintain **ONLY ONE RESIDENCE** and live there on a **full-time basis**. I also understand that solely having a current annual tax notice or lease and a utility bill in my name with a Homewood address does not entitle my children to attend Homewood City Schools. Residence verifications, including home visits, may take place as necessary. My full-time residence is located within the Homewood city limits at:

Street # Street Name Apartment # City, State Zip

Do you own, lease, or live in any other residential property in the Birmingham Metro Area? Yes No

If yes, please list address: _____

Signature of Parent or Court Appointed Custodian

Date

| <i>Name(s) of Other Children Enrolled in Homewood Schools</i> | <i>School</i> | <i>Grade</i> |
|---|---------------|--------------|
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