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### 2017-18 New Student Registration Information For TK-5 and TK-8 Schools

We are very pleased to welcome you to the Morgan Hill Unified School District (MHUSD). This registration packet includes information needed to enroll your student at his/her school of residence for the 2017-18 school year. This includes all new students enrolling in the TK-5 and TK-8 schools.

New student registration for the 2017-18 school year begins Tuesday, February 28, 2017 at 8:00 am. Beginning February 16, 2017, registration packets may be picked up at any elementary school, the Enrollment Center at the District Office, or downloaded from the MHUSD website at <http://mhusd.org/educational-services/enrollment-center/>. Completed applications must be **returned to your school of residence for processing**. To help determine your child's school of residence, use the "Find Your School" link on the home page of the MHUSD website at [www.mhusd.org](http://www.mhusd.org). **All enrollment documents must be completed before your child is considered registered.**

Enrollment at your school of residence is on a first come, first served basis. Students currently enrolled in the District do not have to re-enroll. Every attempt will be made to place new students at their school of residence. However, **the District cannot guarantee such placement and reserves the right to place new students at other schools within the Morgan Hill Unified School District as necessary when a grade-level enrollment capacity is reached.** (Note that some schools are currently full at certain grade levels. New students will be placed at other schools as needed and added to a waiting list. Students must be enrolled in MHUSD to stay active on this waiting list.) Any student placed involuntarily at a school other than their school of residence will be placed on a waiting list in priority order by **date and time** of initial registration and will be given the option to return to their school as space becomes available. Changes in school placement due to being wait-listed may occur up to one month after school begins.

Note that classroom placements will be made at the school site. Your child's classroom assignment will be posted at the office of your assigned school on the Friday before school begins.

**Your registration is complete when the following documents are returned to your school of residence:**

✓ **Birth Certificate or Passport:**

A COPY of the original Birth Certificate, Baptismal Certificate, or Passport confirming that your student was born on or before December 31, 2012.

✓ **Proof of Immunizations:**

A COPY of immunization records with annotated physician signatures verifying dates of immunizations is required. (See attached Report of Health Examination for School Entry.)

✓ **Tuberculosis (TB) Testing:**

Note that Santa Clara County has required mandatory TB testing for students enrolling in school which is to be given no more than 12 months before entering school. However, effective June 1, 2015, students enrolling in school will be required to undergo TB testing **ONLY** if their healthcare provider identifies a risk factor for TB exposure. Prior to school enrollment children will be required to have their healthcare provider complete the *Santa Clara County Public Health Department Risk Assessment for School Entry (attached)*. Take this form to your provider to complete and return to your child's school.

✓ **Health Physical:**

A Physical Exam is required for entrance into kindergarten and first grade. For students entering the first grade, the exam must take place no longer than 18 months prior to entrance into first grade (*exam must be dated after 2/20/16*). For students entering kindergarten, the exam must take place no longer than 6 months prior to entrance into first grade (*exam must be dated after 2/20/17*). Proof of pending appointment may be presented at time of registration.

✓ **Proof of residency:**

The proof required is a utility bill, escrow papers indicating the street address, a copy of your lease/rental agreement indicating the manager's or owner's name and phone number, or an Affidavit of Residency. **Post Office Box addresses are Not acceptable.**

✓ **Completed New Student Registration Form for Grades TK-5/ TK-8 (two pages attached)**

✓ **Signed Memorandum of Understanding (attached)**

✓ **Completed Oral Health Assessment/Waiver Request Form (attached)**

✓ **Completed Report of Health Examination for School Entry (attached)**

✓ **Completed Migrant Survey (attached)**