

Required Documentation for Enrollment

After you complete the pre-online enrollment, upload the required documents below:

- Original birth certificate with the raised seal
 - Two (2) Proofs of Residency with your name, address and current date:
 - **Homeowner**
 - Current mortgage statement or property tax statement with your name, address and current date.
 - Current utility, wireless, insurance bill or bank statement with your name, address and current date.
 - **Renters**
 - Current lease with your name, address and current date. If your lease has expired and is now month to month, please send your lease and your landlord's name, address and phone number to verify status.
 - **Living with a Resident**
 - Current mortgage statement or property tax statement or lease of the homeowner with their name, address, and current date.
 - Currently utility, wireless, insurance bill or bank statement with your name, address, and current date.
- ***A signed and notarized affidavit by you (the parent) and the homeowner which Oxford Schools supplies and can notarize at no charge.

- Immunization Record (available at Department of Health or Doctors office)
- Health Appraisal completed and signed by parent
- Vision Screening (Kindergarten only)
- Hearing Screening (Kindergarten only)
- Parent Driver's license (this only verifies who the parent is, not used for residency)
- Legal Custody or legal Guardianship Documentation (Divorce Decree, PPO's or Court Orders)
- All Special Education documentation IEP & MET or 504 Plan (if applicable)
- Current Student Transcript/Report Card

Oxford Community Schools
Email kathleen.rastigue@oxfordschools.org after online upload is completed. d. 11/14/2017

Non-Discrimination Clause: Oxford Community Schools does not discriminate on the basis of race, color, religion, national origin, sex (sexual orientation or gender), disability, age, height, weight, marital status or any other legally protected characteristic, in its programs, services or activities, including employment opportunities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Ryan Reid, Assistant Superintendent of Human Resources, 10 North Washington Street, Oxford, MI 48371, (248) 969-5004