

ONLINE REGISTRATION FOR THE 2012-2013 SCHOOL YEAR

Incoming Kindergarten Students

Pre-Registration:

Parents of students entering kindergarten will need to visit the district office during **May 14-25, 2012**. Children must be five years old on or before September 1st to enroll in kindergarten. The following items are required for kindergarten students:

- Proof of residency - a minimum of two proofs of residency is required (no exceptions). You must have one item from Category 1 and one item from Category 2 (see reverse side).
- Certified Birth Certificate (not the hospital's version).
- Physical / Immunization Record
- Vision Exam
- Dental Exam
- Completed Basic Information Sheet (available at www.bpd3.org under the registration heading).

Online Registration:

Parents will receive a letter in the mail with the information they need in order to log into our online registration tool and register their children during **July 9-23, 2012** (provided you completed the pre-registration process).

New Students

Online Registration:

Parents of students new to our district for the 2012-2013 school year will need to visit the district office during the summer. The following items are required:

- Proof of residency - a minimum of two proofs of residency is required (no exceptions). You must have one item from Category 1 and one item from Category 2 (see reverse side).
- Certified Birth Certificate (not the hospital's version).
- Physical / Immunization Record
- Vision Exam (for students in Kindergarten or 1st grade and all out of state transfers).
- Dental Exam (for students in Kindergarten, 2nd or 6th grade).
- Students transferring from an Illinois school will need to provide the Illinois Student Transfer Form while students from out of state will need to provide a current report card.
- Completed Basic Information Sheet (available at www.bpd3.org under the registration heading).
- Parents will receive a letter with the information they need in order to log into our online registration tool and register their children.

Returning Students

Online Registration:

Parents of students currently enrolled in the Beach Park School District will receive a letter in the mail with instructions and your unique password for the online registration system. You will receive the letter prior to July 9, 2012. You will be required to perform the online registration for your child for the 2012-2013 school year during **July 9-23, 2012**.

Affidavits

Parents of returning students who were registered using an affidavit will need to visit the district office during **May 14-25, 2012** to prove residency before you will be allowed to register your child online.

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Proof of Residency Category 1

1. Signed current lease plus proof of last month's payment (cancelled checks or landlord's receipt). Lease must list all school aged children living in premises or a notarized letter from the landlord listing all school aged children residing in premises must accompany the lease. Landlord's name, address and phone number must be on the lease.
2. Current Mortgage
3. Current letter from manager and proof of last 2 months payments for trailer park residents (cancelled checks or receipts required).
4. Current Tax Bill
5. Agreement of sale for a residential property signed by seller & parent / custodian as buyer, with closing date within 60 calendar days after the requested enrollment date. Note: A certified or cashier's check in the amount of \$3,000 per child is required, as well as acceptance in writing to conditions stated in a contract signed by parent (guardian) and authorized school district personnel (checks will be held for 60 days and cashed on the 61st day if proof of residency within our district has not been provided according to district procedures).

Proof of Residency Category 2

1. Current Bank Statement
2. Current Public Aid Card
3. Current homeowners/renters insurance policy or premium payment receipt
4. Current gas, electric, water, or telephone (not cell) bill.
5. Current Credit Card Statement
6. Current Cable Statement

Fees

Early Childhood	\$75
Kindergarten	\$105
Grades 1-5	\$115
Grades 6-8	\$175

School fees include a \$5.00 processing fee.

School Fees Payment

Payment of fees will be required at time of registration. You will need to pay for school fees using our online registration system, **InfoSnap**. You will need to make your payment in order to complete online registration.

Please note, there will be a **\$35.00** late fee if you do not register during the scheduled dates of July 9-23, 2012 (this applies to returning students only).

Health forms are available on our website, www.bpd3.org under the school information heading.

Questions?

Contact the district's Registrar at 847-599-5005.