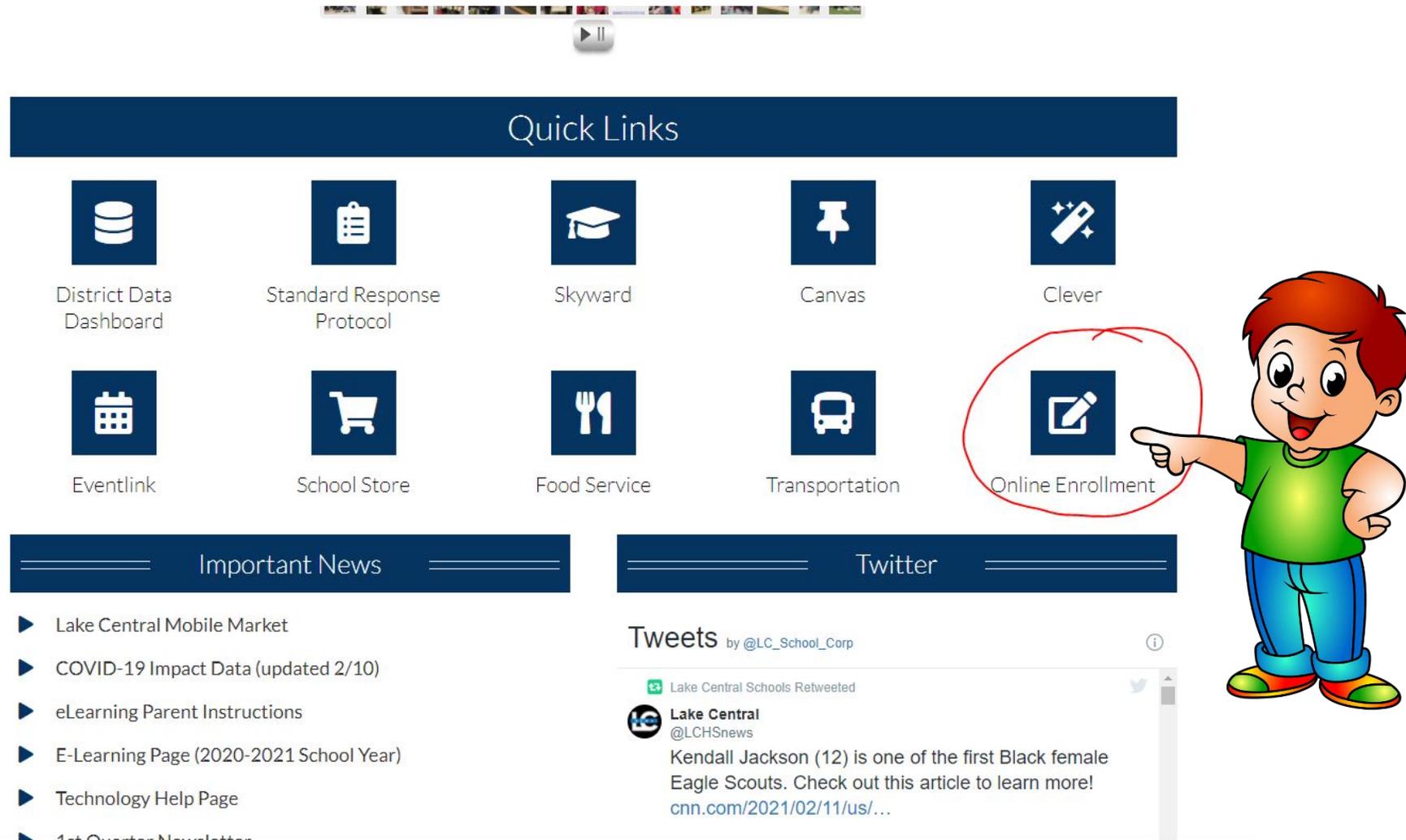


If you are enrolling a student into the LC School Corp for first time AND do not currently have another child currently in an LCSC School, then go to [www.lcsc.us](http://www.lcsc.us) and then go midway down the main page to QUICK LINKS and click the ONLINE ENROLLMENT tab.



The screenshot shows the 'Quick Links' section of the Lake Central School Corp website. The links are arranged in two rows of five. The 'Online Enrollment' link is circled in red and pointed to by a cartoon boy. Below the Quick Links are sections for 'Important News' and 'Twitter'.

| Quick Links  |  |   |   |  |
|--|--|---|---|--|
| <br>District Data Dashboard | <br>Standard Response Protocol | <br>Skyward      | <br>Canvas         | <br>Clever            |
| <br>Eventlink               | <br>School Store               | <br>Food Service | <br>Transportation | <br>Online Enrollment |

**Important News**

- ▶ Lake Central Mobile Market
- ▶ COVID-19 Impact Data (updated 2/10)
- ▶ eLearning Parent Instructions
- ▶ E-Learning Page (2020-2021 School Year)
- ▶ Technology Help Page
- ▶ 1st Quarter Newsletter

**Twitter**

Tweets by @LC\_School\_Corp

Lake Central Schools Retweeted

 **Lake Central** @LCHSnews  
Kendall Jackson (12) is one of the first Black female Eagle Scouts. Check out this article to learn more! [cnn.com/2021/02/11/us/...](http://cnn.com/2021/02/11/us/...)



If you currently have a preschooler enrolled in an LCSC School, your process will be a little different.

You will login to your current Family Access account and click NEW STUDENT ONLINE ENROLLMENT to enroll your student for Kindergarten next year. You will be required to upload all residency documents, birth certificate, complete all forms, etc. as if you are brand new to corporation.

Current LCSC preschool parents who have difficulty with enrolling your preschooler for KG for next school year, please do not contact the school nor the SE office, please contact the Tech Dept via email at [skywardaccess@lcscmail.com](mailto:skywardaccess@lcscmail.com) OR via phone at (219) 558-2794.



# Lake Central School Corporation

8260 Wicker Avenue, St. John, Indiana 46373

(219) 365-8507

## New Enrollments



Enrollment Procedures



Online Enrollment Application



State Work Survey



Bus Information



Food Services



Skyward Parent Access



Here you will find many information tabs, please feel free to click around, however, you will need to click the **ONLINE ENROLLMENT APPLICATION** tab to start your application.



## Account Request

This form is the first step to enrolling your new student online. Complete it to request an account that you will use to log in to a secure system.

KINDERGARTEN ENROLLMENT FOR THE 2021-22 SCHOOL YEAR. APPLICATIONS SUBMITTED PRIOR TO MARCH WILL NOT BE VIEWED/REVIEWED UNTIL MID-MARCH (please click [HERE](#) for KG Enrollment information). ALL KINDERGARTEN STUDENTS MUST GET PHYSICAL COMPLETED BY A LICENSED PHYSICIAN PRIOR TO START OF SCHOOL YEAR. [CLICK HERE TO PRINT OUT PHYSICAL FORM TO TAKE TO DOCTOR.](#)

All grade level students must apply through this website. Please complete all fields below to request an account. You will then receive an email with information to then complete the application for enrollment. Please check spam folder if you do not receive email. If you have issues, please do not call the school office or Central Office, you must contact the Tech Dept for assistance. Please call 219-558-2794 or email us at [skywardaccess@lcscmail.com](mailto:skywardaccess@lcscmail.com).

Please click [HERE](#) for a list of documents you will be required to upload. Please make sure you have electronic copies (scans or photos taken with phone) to upload prior to starting your application.

THIS APPLICATION IS ONLY FOR FAMILIES WISHING TO ENROLL A CHILD (GRADES KG-12 ONLY OR PRESCHOOLERS WHO HAVE BEEN PRE-APPROVED TO USED PORTAL) INTO OUR SCHOOL CORP FOR THE FIRST TIME OR IF YOUR CHILD PREVIOUSLY ATTENDED AN LCSC SCHOOL BUT LEFT TO ATTEND ANOTHER SCHOOL.

THIS IS NOT BE USED BY EXISTING ACTIVE FAMILIES. IF YOU CURRENTLY HAVE A CHILD ENROLLED AND ARE USING SKYWARD AND NEED TO ADD A NEW STUDENT FROM THE SAME FAMILY, PLEASE USE THE ONLINE ENROLLMENT TAB IN YOUR EXISTING SKYWARD FAMILY ACCESS.

To complete an application for enrollment of a student into our school system - because you recently moved to our district from a neighboring Indiana town, are moving into our district from out of state, or are wanting to enroll after being a student at a private school - you will need to first create an account. Even if you already have one student enrolled in our district, you must complete this first step. You must have legal residence in our School District to apply for enrollment.

Enter the name of the legal parent/guardian of the student you want to enroll

\* Guardian Legal First Name:

\* Guardian Legal Last Name:

Guardian Legal Middle Name:

Guardian Legal Name Prefix:  Guardian Legal Name Suffix:

Guardian contact information

\* Guardian Email Address:

\* Re-type Email Address:

\* Guardian Primary Phone Number:

Asterisk (\*) denotes a required field

[Click here to submit Account Request](#)



If the student you are enrolling is a Kindergarten student, you will need to click the link to print out the Physical Form to take to the doctor. Physicals are required only of new KG students (also by athletes chosen for sports teams – schools will provide info to athletes).

Fill out all information to request an ENROLLMENT ACCOUNT and then Click to submit.



You will receive an email with your login (your email address) and a password to use to login to the Enrollment Portal. Please keep in mind this is ONLY for the enrollment portal, once your child is enrolled, this will no longer be valid and you will be sent a Family Access login and password via email.

If you do not get email, please check spam folder. If you still do not get email, contact school office to have them verify the correct spelling/input of your email address.



Complete Student Enrollment - only grades KG-12 are allowed to apply for enrollment online AAA Skyward Email Issues x

**Skywardaccess@lcscmail.com**  
to skywardaccess

8:30 AM (15 minutes ago)

Dear Test Parent,

We have received your request for access to our system to enroll your child(ren). This email confirms you have access to the application and gives you a password to access the application. Once you have completed the full application, you will receive a confirmation email if your enrollment request has been approved.

If you are enrolling for next school year, please keep in mind, **KG application should not be submitted until March when we advertise KG Roundup.** Anyone applying for enrollment for NEXT school year will be placed on hold until we near the end of our 3rd quarter.

Please note: For the 2020-21 school year, eLearning vs In Person learning decisions vary at different school levels due to scheduling capacities/class availability. The school will discuss options with you upon enrollment.

You must now log into the system to complete all the steps necessary for enrollment for students in KG - 12th grade. Please click below for a list of documents required to complete application for enrollment. Please have these documents electronically (take photo with phone, scan and save as PDF, or a copy of an electronic file you have) ready to upload prior to starting the application.

**Applications received without required documents will be denied and parents will have to completely start over and re-do application for enrollment.**

[https://lcsc.us/wp-content/uploads/2020/05/LCSC\\_Enrollment\\_Guidelines.pdf](https://lcsc.us/wp-content/uploads/2020/05/LCSC_Enrollment_Guidelines.pdf)

Once you have your documents electronically ready to submit (will not be processed/accepted without required documents), click link below to complete the enrollment, please visit the login page:

<https://skyward-lscorp.com/scripts/wsisa.dll/WService=wsedulakecentralin/sfemnu01.w>

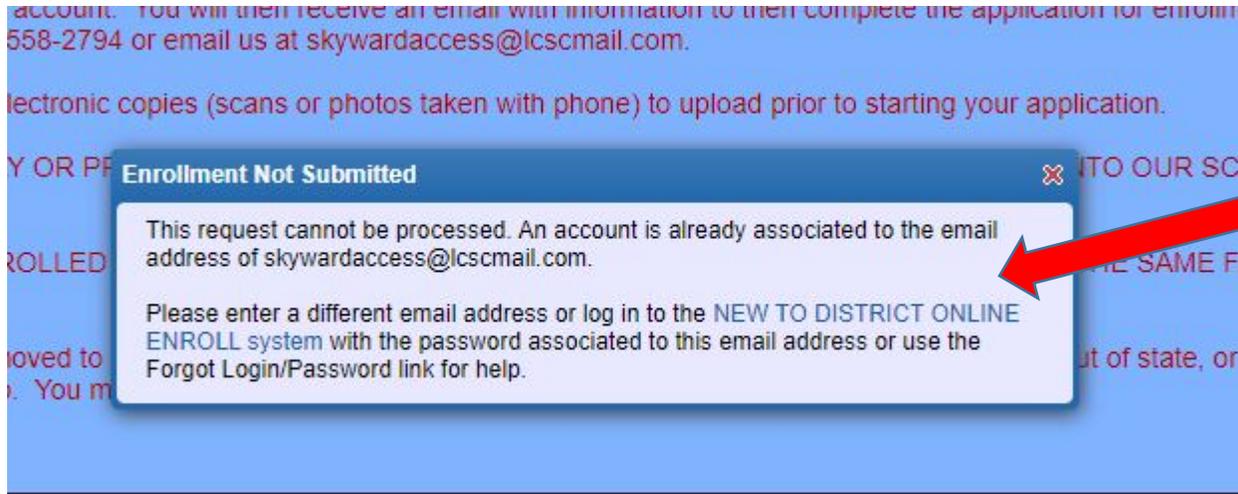
Your login is: [skywardaccess@lcscmail.com](mailto:skywardaccess@lcscmail.com)  
Your password is: 52556

If you are looking to enroll a preschooler or a student into our TAP program, it is necessary for you to contact our Special Ed Dept PRIOR to filling out an enrollment application. These programs require screening prior to any application for enrollment. Anyone wishing to participate in preschool or TAP must call (219) 365-8507 to arrange screening, please do not complete application to enroll.

All other applicants, grades KG - 12, please read this email in its entirety.

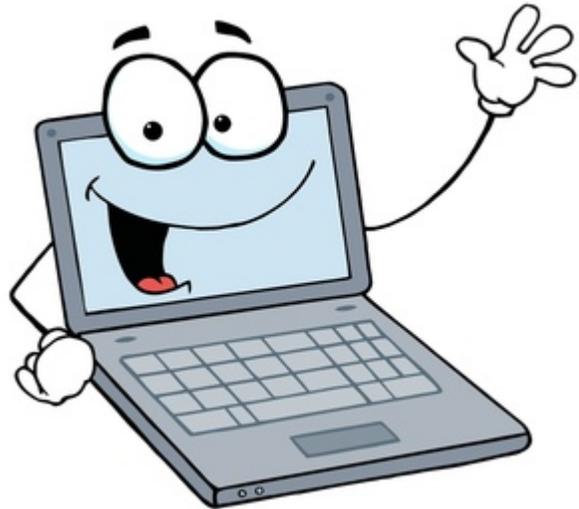
This is only an application for enrollment and does not guarantee student enrollment. LCSC does not have an open enrollment policy, so criteria for attending our schools does include legal residency in our district and provision of all necessary supporting documentation.

If you have any questions about the Online Application for Enrollment, please email [skywardaccess@lcscmail.com](mailto:skywardaccess@lcscmail.com) for Tech Assistance.



If you get an error message that says an account already exists, then one of two things: 1) you started this prior and already have an enrollment account or 2) you already have a Skyward FAMILY access account from a private school, preschool, or prior enrollment.

Please do not use a different email, but instead email the LCSC Tech Dept at [skywardaccess@lcscmail.com](mailto:skywardaccess@lcscmail.com) and ask for your login information to be emailed to you. Please include your full name in email.



FOR PARENTS WHO DO NOT CURRENTLY  
HAVE A STUDENT IN AN LCSC SCHOOL  
OR WHO HAVE NOT CREATED AN  
ENROLLMENT ACCOUNT:

Click link in the email with  
login/password to go to New to District  
Online Enrollment portal.

Or [CLICK HERE](#) to go to the Enrollment  
Portal. The login page should say New  
To District Online in Login Area.



## Lake Central School Corporation Skyward Family/Educator Access

The Skyward logo, consisting of three curved lines above the word "SKYWARD" in a bold, blue, sans-serif font.

Lake Central School Corporation

Login ID:

Password:

[Forgot your Login/Password?](#)

05.20.10.00.10

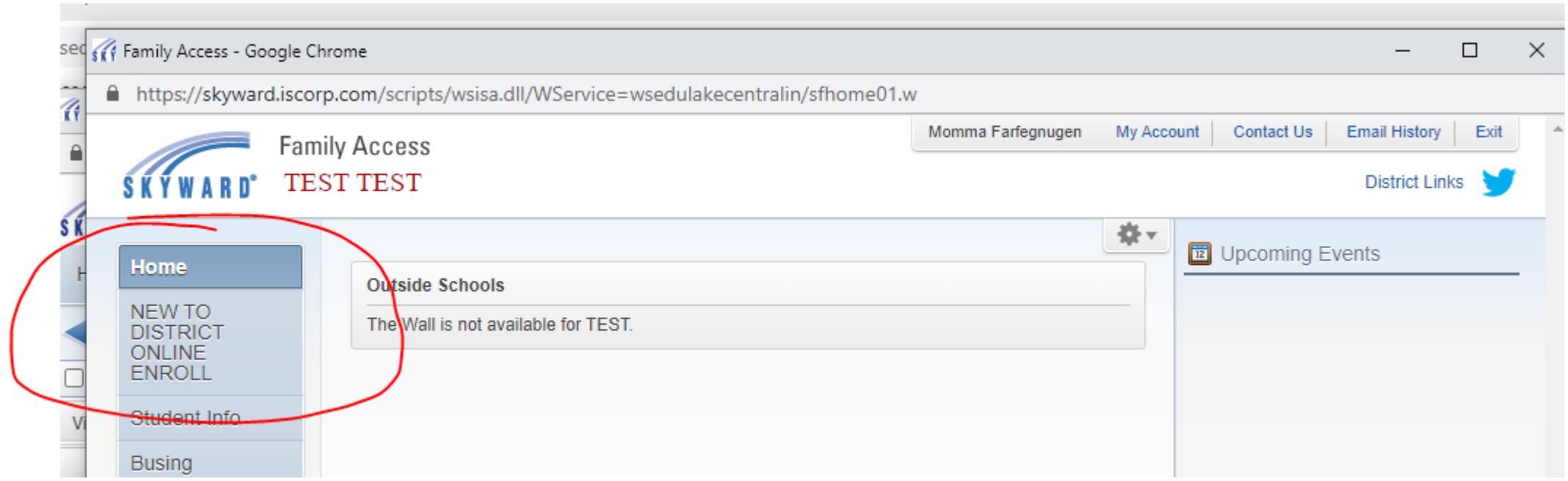
Login Area:

THIS INFORMATION ONLY FOR PARENTS WITH STUDENTS ALREADY IN AN LCSC SCHOOL:

If you have a current student enrolled in an LCSC School, then you would just login to your EXISTING Family Access account and click the NEW TO DISTRICT ONLINE ENROLL.

Only the parent listed in Family one and position one will have the ability to enroll a new student here. IF you are primary parent and do not see this link, please call the Tech Dept. at (219) 558-2794 to gain the access you need.

Once you click NEW TO DISTRICT ONLINE ENROLL, then follow the remaining instructions in this tutorial.



Please be extremely careful when typing student name. Please type exactly how appears on Birth Certificate, including middle name. Please use appropriate case when entering – please do not use all lowercase or all uppercase anywhere in the Online Application.

Please double and triple check the DOB, spelling of name, phone number and email prior to moving on.

If student is of Hispanic origin, please click YES, if not, then please check NO. Then you must choose the Federal Race as well.

**Application Form**

Save and Continue to Fill Out Application Save and go to Summary Page Print Application Leave WITHOUT Saving

**Instructions for completing the student application**

Answer the questions to progress through the application form. Click 'Save and Continue to Fill Out Application' to save your progress and stay on this screen. Click 'Save and go to Summary Page' to save your progress and return to the summary page. Click 'Leave WITHOUT Saving' to return to the summary page without saving.

Asterisk (\*) denotes a required field Please Note: Only one step may be edited at a time

**Step 1: Student Information** Edit View Only Save Save and Collapse Step

**DOUBLE CHECK**

\* Last Name: [ ] \* First Name: [ ] Middle Name: [ ]  
Name Suffix: [ ] Name Prefix: [ ] Nickname: [ ] \* Gender: [ ]  
\* Date of Birth: [ ] Age: 0 Birth City: [ ] Birth State: [ ]  
\* Birth Country: [ ]  
\* Second Phone: [ ] \* Home Email: [ ]  
Social Security Number: [ ]  
\* Is Student Hispanic/Latino?:  No, My Child is not Hispanic or Latino  
 Yes, My Child is Hispanic or Latino - A person of Cuban, Mexican, Puerto Rican, South or Central Am other Spanish culture or origin, regardless of race  
\* Federal Race: (select all that apply)  American Indian or Alaska Native - A person having origins in any of the original peoples of North and America (including Central America) and who maintains tribal affiliation or community attachment  
 Asian - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the I subcontinent, e.g., Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Th Vietnam  
 Black or African American - A person having origins in any of the black racial groups of Africa

This information is regarding the STUDENT, not the person completing the application.

Language most spoken by STUDENT, Native Language of STUDENT.

Please select Current Year or Next Year for when child will start at LCSC Schools.

\* Last Name:  \* First Name:  Middle Name:

Name Suffix:  Name Prefix:  Nickname:  \* Gender:

\* Date of Birth:  Age:  \* Birth City:  \* Birth State:

\* Birth Country:

\* Second Phone:  \* Home Email:

Social Security Number:

\* Is Student Hispanic/Latino?:  No, My Child is not Hispanic or Latino  
 Yes, My Child is Hispanic or Latino - A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race

\* Federal Race: (select all that apply)  American Indian or Alaska Native - A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment  
 Asian - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, e.g., Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam  
 Black or African American - A person having origins in any of the black racial groups of Africa  
 Native Hawaiian or Other Pacific Islander - A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands  
 White - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa

\* Language Spoken Most:  \* Native Language:

\* Does student have a parent in the military?:

\* Has student attended a state school?:  \* Has student attended this district previously?:

\* Previous School District:  \* Previous School, City and State:

What grade will student attend for the year you are enrolling?

\* What School Year are you enrolling your student into?

Current School Year (2020 - 2021)

Next School Year (2021 - 2022)

\* Expected Enrollment Date

First Day of School (08/11/2021)

(The first day of school is 08/11/2020)

\* Expected Enrollment Date

\* Expected Grade Level - PRESCHOOL MUST BE RECOMMENDED BY SE DEPT PRIOR TO SUBMITTING ENROLLMENT APP

\* Expected School to Enroll into

\* AUP (Acceptable Use Policy) - Student Network and Internet Acceptable Use and Safety (refer to Policy Number PO7540.02):

\* I authorize this student's information to be distributed for the purposes of NAME TO MILITARY usage:  ?

\* I authorize this student's information to be distributed for the purposes of NAME TO COLLEGES usage:  ?

\* I authorize this student's information to be distributed for the purposes of PHOTO ALLOWED LCSC usage:  ?

\* I authorize this student's information to be distributed for the purposes of PHOTO ALLOWED MEDIA usage:  ?

Additional Information:  
(on the Student for the District)

Maximum characters: 5000, Remaining characters: 5000

Photo allowed LCSC Usage means child can be in school newspaper, website, twitter, etc. They are automatically included in yearbook or class picture unless you contact school directly.

Photo allowed MEDIA means outside Newspapers (example: The Times)

This information should be the student's primary residence in our district. Even in event of joint custody, the parent entered first in this area will be the parent allowed to register child, but any other parent listed will have same access/rights otherwise.

**Enter Information for the Primary Guardian and the Family this Student lives with**

**Enter Information for the Family this Student lives with**

\* Primary Phone: (219) 555-5555

Family Home Language: English

House #: 1234 Direction: Street Name: 100th Ave SUD: #:

\* Home Address: P.O. Box: Address 2: City: St. John State: IN Zip Code: 46373

\* County: Lake

Mailing Address: (if different than home address) House #: Direction: Street Name: SUD: #:

P.O. Box: Address 2: City: State: Zip Code:

**Enter Information for the Primary Guardian of the Family this Student lives with**

\* Last Name: Parent \* First Name: Test Middle Name:

Name Suffix: Name Prefix: \* Date of Birth: 06/11/1965 \* Gender: Female

\* Relationship to Child: Mother \* Marital Status: Divorced Social Security Number: 011-55-5787

\* Does this guardian have custody of the child?: Yes \* Is this guardian allowed to pick up the student from school?: Yes

Should this guardian also be considered an Emergency Contact?

Cell Phone: (219) 555-1234 Work Phone: \* Contact Email Address: skywardaccess@lcsmail.com

\* Language: English Occupation: ~~XXXX~~

\* Employer: Happy Housekeepers

**Are there other Legal Guardians who live at this address?**

**Step 3: Medical/Dental Information**

To add 2<sup>nd</sup> parent living at same address, click Yes, I want to add another legal guardian who lives at this address.

If you want to add another legal guardian at different address (in case of joint custody), then click No other legal guardians at this address and it will take you to another screen.



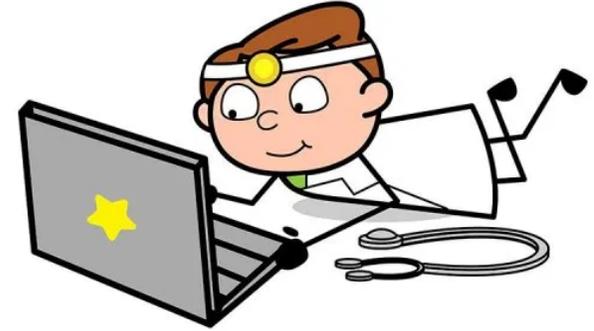
Are there other Legal Guardians who live at this address?

Are there other Legal Guardians who live at a different address?



Once you are done entering parent info, click No, complete step 2 and move to step 3.

Step 3 MEDICAL/DENTAL INFORMATION should open automatically but if not, click the EDIT button. You can only EDIT areas that are not marked completed.



summary page. Click **Leave WITHOUT Saving** to return to the summary page without saving.

Asterisk (\*) denotes a required field Please Note: Only one step may be edited at a time

Step 1: Student Information   ✔ Date Completed: 02/12/2021

Step 2: Family/Guardian Information   ✔ Date Completed: 02/12/2021

Step 3: Medical/Dental Information

Complete Step 3 Medical/Dental, then click Complete Step and move to Step 4: Emerg contact info

**Step 3: Medical/Dental Information**

Allergy/Medical Condition:

Physician Last Name:  Physician First Name:  Physician Middle Name:

Name Suffix:  Name Prefix:  Physician Phone:

Dentist Last Name:  Dentist First Name:  Dentist Middle Name:

Name Suffix:  Name Prefix:  Dentist Phone:

Hospital:  Hospital Phone:

Insurance:  Insurance Phone:

Insurance Policy Number:



# EMERGENCY CONTACTS

Parents can enter up to 3 Emergency Contacts. Please make sure to correctly spell contact name, double check phone number and email and please note any relationship comment if you choose OTHER as the relationship to child.

## Step 4: Emergency Contact Information

[Edit](#)[View Only](#)[Save](#)[Save and Collapse Step](#)

### Enter the Information for Emergency Contact #1

[Remove this Emergency Contact](#)

\* Last Name:  \* First Name:  Middle Name:

Name Suffix:  Name Prefix:  \* Is this contact allowed to pick up the student from school?:

Contact Email Address:  \* Primary Phone:  Cell Phone:

Work Phone:

\* Relationship to Child:  Relationship Comment:

### Enter the Information for Emergency Contact #2

[Remove this Emergency Contact](#)

\* Last Name:  \* First Name:  Middle Name:

Name Suffix:  Name Prefix:  \* Is this contact allowed to pick up the student from school?:

Contact Email Address:  \* Primary Phone:  Cell Phone:

Work Phone:

\* Relationship to Child:  Relationship Comment:

Do you have other Emergency Contacts to add for this student?

[Yes, I want to Add another Emergency Contact Record](#)[No, Complete Step 4 and move to Step 5: Requested Documents](#)[No, Complete Step 4 Only](#)

Click Yes, I want to add another Emergency Contact Record until you have finished entering those you want/have room for.

Then Click Complete Step 4 and move to Step 5.

Please make sure you have the required documents saved on your computer as they are required for Step 5. JPG or PDF are most common format we request.

**IMPORTANT**

Steps 1-4 must be complete and have a check box saying Date Completed before starting Step 5.

Have your documents ready – scanned PDF, JPG, etc. on your computer ready to upload on this step.

You will need copy of child’s birth certificate, NIPSCO bill to prove residence, and a copy of the parent driver’s license (parent completing enrollment app)

You can also upload immunization records, IEP/504 if they have one, any custody paperwork, prior report card, etc.

Step 1: Student Information    Date Completed: 02/12/2021

Step 2: Family/Guardian Information    Date Completed: 02/12/2021

Step 3: Medical/Dental Information    Date Completed: 02/12/2021

Step 4: Emergency Contact Information    Date Completed: 02/12/2021

Step 5: Requested Documents

**Instructions for completing the Requested Documents**

IMPORTANT NOTE: UPLOAD OF STUDENT BIRTH CERTIFICATE, PARENT DRIVERS LICENSE, PROOF OF RESIDENCY (NIPSCO BILL, MORTGAGE PAPERS) MUST BE ATTACHED BEFORE SUBMITTING. PARENTS CAN TAKE PHOTO OF DOCUMENTS WITH PHONE AND UPLOAD AS ATTACHMENT. APPLICATIONS SUBMITTED WITHOUT THESE DOCUMENTS WILL BE DENIED AND PARENT WILL BE REQUIRED TO COMPLETE ENTIRE APPLICATION AGAIN

[CLICK HERE FOR LIST OF REQUIRED DOCUMENTS/ACCEPTED DOCUMENTS](#)

If you have recently moved or are intending to move and driver's license does not match your residence, please upload anyway (you will be required to provide updated driver's license within 30 days of moving into the residence).

504:  No file chosen

Academic Records:  No file chosen

Affidavit:  No file chosen

Attachments:  No file chosen

Birth Certificate:  No file chosen

Custody Paperwork:  No file chosen



IMPORTANT NOTE: UPLOAD OF STUDENT BIRTH CERTIFICATE, PARENT DRIVERS LICENSE, PROOF OF RESIDENCY (NIPSCO BILL, MORTGAGE PAPERS) MUST BE ATTACHED BEFORE SUBMITTING. PARENTS CAN TAKE PHOTO OF DOCUMENTS WITH PHONE AND UPLOAD AS ATTACHMENT. APPLICATIONS SUBMITTED WITHOUT THESE DOCUMENTS WILL BE DENIED AND PARENT WILL BE REQUIRED TO COMPLETE ENTIRE APPLICATION AGAIN.

[CLICK HERE FOR LIST OF REQUIRED DOCUMENTS/ACCEPTED DOCUMENTS](#)

If you have recently moved or are intending to move and driver's license does not match your residence, please upload anyway (you will be required to provide updated driver's license within 30 days of moving into the residence)

|                       |  |  |
|-----------------------|--|--|
| 504:                  | <input type="button" value="Choose File"/>       | No file chosen                             |
| Academic Records:     | <input type="button" value="Choose File"/>       | No file chosen                             |
| Affidavit:            | <input type="button" value="Choose File"/>       | No file chosen                             |
| Attachments:          | <input type="button" value="Choose File"/>       | No file chosen                             |
| Birth Certificate:    | <input type="text" value="Birth Certif.jpg"/>    | <input type="button" value="Remove File"/> |
| Custody Paperwork:    | <input type="button" value="Choose File"/>       | No file chosen                             |
| MED: Shot Records:    | <input type="button" value="Choose File"/>       | No file chosen                             |
| MED: Shot Records 2:  | <input type="button" value="Choose File"/>       | No file chosen                             |
| Report Card:          | <input type="button" value="Choose File"/>       | No file chosen                             |
| RES: 2nd Driv Lice:   | <input type="button" value="Choose File"/>       | No file chosen                             |
| RES: Bank Statement:  | <input type="button" value="Choose File"/>       | No file chosen                             |
| RES: Current Lease:   | <input type="button" value="Choose File"/>       | No file chosen                             |
| RES: Gas/Elec Bill:   | <input type="text" value="Nipsco bill.jpg"/>     | <input type="button" value="Remove File"/> |
| RES: Mortgage 2:      | <input type="button" value="Choose File"/>       | No file chosen                             |
| RES: Cable Bill:      | <input type="button" value="Choose File"/>       | No file chosen                             |
| RES: Drivers License: | <input type="text" value="DRIVERS LICENSE.JPG"/> | <input type="button" value="Remove File"/> |
| RES: Letter:          | <input type="button" value="Choose File"/>       | No file chosen                             |
| RES: Mortgage:        | <input type="button" value="Choose File"/>       | No file chosen                             |
| STU: ILP:             | <input type="button" value="Choose File"/>       | No file chosen                             |
| STU: IEP:             | <input type="button" value="Choose File"/>       | No file chosen                             |
| Transcript:           | <input type="button" value="Choose File"/>       | No file chosen                             |

You must upload your child's birth certificate, your Driver's License and proof of residency at address in our district.

If you do not upload these documents, **your application cannot be processed** and you may need to complete entire application again.

If you have a lease, you can upload it under current lease. If you have a contract to build, you can upload it under Mortgage 2. If you have just bought home and do not have NIPSCO bill you can upload a copy of mortgage closing statement under Mortgage.

Please refer to the Link on this page for a list of required/accepted documents. When done, click Complete Step 5 and Move to Step 6.

You must complete all Required Forms. Indicated by \*

If you have additional forms to complete that apply to residency (moving, but not in house yet – Intent to Move) (Rental – have a lease that is dated for the future, not current) (Affidavit – living with a relative/significant other who lives in our district) you can do those as well.



**Step 6: Additional District Forms** [Edit](#) [View Only](#) [Save](#) [Save and Collapse Step](#)

**Instructions for completing the Additional District Forms**  
Parents must complete all of the Additional District Forms below to be able to submit application.

Asterisk (\*) denotes a required form

|   |   |   |
|---|---|---|
| * Required Form:  | <a href="#">CHIRP PERMISSION FORM</a>                               | <input type="checkbox"/> This form has not been completed |
| * Required Form:  | <a href="#">Home Language Survey</a>                                | <input type="checkbox"/> This form has not been completed |
| Optional Form:  | <a href="#">IEP/504/Additional Info</a>                             | <input type="checkbox"/> This form has not been completed |
| * Required Form:  | <a href="#">MCKINNEY VENTO 2020-21</a>                              | <input type="checkbox"/> This form has not been completed |
| If you have a custody agreement in place, please complete this form. IF you do not have a court ordered or voluntary custody agreement, this form is not needed. Example: Divorced parents or never married parents living apart.                 |   |   |
| Optional Form:  | <a href="#">FORM I - CUSTODY AGREEMENT</a>                          | <input type="checkbox"/> This form has not been completed |
| If you are planning on moving into our district and have already signed a sales contract and/or building contract, but do not yet have closing papers, you will need to complete this form. Not necessary to complete unless this applies to you. |   |   |
| Optional Form:  | <a href="#">Intent to Move - Form V</a>                             | <input type="checkbox"/> This form has not been completed |
| If there is a third party custody agreement, it is necessary to complete this form.   |   |   |
| Optional Form:  | <a href="#">FORM II - THIRD PARTY CUSTODY</a>                       | <input type="checkbox"/> This form has not been completed |
| Optional Form:  | <a href="#">Rental Property - Form IV</a>                           | <input type="checkbox"/> This form has not been completed |
| Optional Form:  | <a href="#">Affadavit of Living With Relative/Significant Other</a> | <input type="checkbox"/> This form has not been completed |
| * Required Form:  | <a href="#">Request for Official School Records</a>                 | <input type="checkbox"/> This form has not been completed |

[Complete Step 6](#)

[Submit Application to the District](#)

\* All steps must be Completed before an Application can be Submitted \*

After you have completed a form, please click SAVE in upper right hand corner. As confirmation you will a check box beside the form name and then you can move to next form.

CHIRP PERMISSION FORM - 05.20.10.00.10 - Google Chrome

https://skyward.iscorp.com/scripts/wsisa.dll/WService=wsedulakecentralin/qqudfedit050.w?vViewModeOnly=false

Name: **Tester Test** Gender: **Male**

**Save**  
**Save and Print**  
**Back**

The Indiana Department of Health and the Indiana Department of Education have mandated that all schools enter immunization data on CHIRP (Children and Hoosiers Immunization Registry Program) website.

CHIRP is an internet-based immunization program of the Indiana State Department of Health. This information may be used to verify that your child has received proper immunizations. A consent form must be signed before immunizations are entered into CHIRP by the school nurse. The form is to be filled out only once upon enrollment in an LCSC School. Please complete form below.

**CHIRP CONSENT FORM**

I hereby give  permission to release the following information concerning my child  to the Indiana State Department of Health's Children and Hoosiers Immunization Registry Program (CHIRP).

The following information will be released:

Name, Date of Birth, Race, Address, City, State, Zip Code, County, Home Phone Number, and School they are presently attending and their immunization data.

I understand that the information in the registry may be used to verify that my child has received proper immunizations and to inform

Home Language Survey - 05.20.10.00.10 - Google Chrome  
https://skyward.iscorp.com/scripts/wsisa.dll/WService=wsedulakecentralin/qqudfedit050.w?vViewModeOnly=false

Name: **Tester Test** Gender: **Male**

Save  
Save and Print  
Back

### Lake Central School Corporation HOME LANGUAGE SURVEY

The Civil Rights Act of 1964, Title VI, Language Minority Compliance Procedures, requires school districts and charter schools to determine the language(s) spoken in each student's home in order to identify their specific language needs. This information is essential in order for schools to provide meaningful instruction for all students as outlined Plyler v. Doe, 457 U.S. 202 (1982).

The purpose of this survey is to determine the primary or home language of the student. The HLS must be given to all students enrolled in the school district / charter school. The HLS is administered one time, upon initial enrollment, and remains in the student's cumulative file.

Please note that the answers to the survey below are student-specific. If a language other than English is recorded for ANY of the survey questions below, the WIDA-ACCESS placement test will be administered to determine whether or not the student will qualify for additional English language development support.

Parents - please answer the following questions regarding the language spoken by the STUDENT:

|             |    |            |
|-------------|----|------------|
| Tester Test | KG | 06/11/2015 |
|-------------|----|------------|

1. What was the first language spoken by the STUDENT?
2. What language is spoken most often by the STUDENT?
3. What language(s) is/are spoken by the STUDENT in the home?

*By e-signing below, you certify that responses to the three questions above are specific to your STUDENT.*

*By e-signing below, you certify you understand that if a language other than English has been identified, your student will be tested to determine if they qualify for English language development services, to help them become fluent in English.*

*If entered into the English language development program, your student will be entitled to services as an English learner and will be tested annually to determine their English language proficiency.*

Parent Electronic Signature:  Date:

This is an extremely IMPORTANT form.

If ANY language is listed on any of the three questions, your student will be tested to determine if they qualify for English Language development services to help them become fluent in English.

Please indicate the first language the child spoke (i.e.. Native Language). Then indicate language spoke most often by student (with their peers, family, etc.). Last indicate what language the student speaks in the home.

Sign your name electronically and enter date of application, then click SAVE in upper right hand corner of page.

MCKINNEY VENTO - 05.20.10.00.10 - Google Chrome  
https://skyward.iscorp.com/scripts/wsisa.dll/WService=wsedulakecentralin/qqudfedit050.w?vViewModeOnly=false

Name: **Tester Test** Gender: **Male**

**Save**  
**Save and Print**  
**Back**

### McKinney-Vento Homeless Survey

Student Name:  Student ID:   
School:  School Year: 2020-21  
Age:  Grade:  D.O.B:   
Parent/Guardian:  Phone Number:   
Address/City/State/Zip:

The McKinney-Vento Homeless Assistance Act defines "homeless" as individuals who lack a fixed, regular and adequate nighttime residence. This includes children who are "temporarily sharing the housing of other persons due to loss of housing or economic hardship."

Please indicate if you consider your student homeless as defined above:

Parent Electronic Signature:

If the answer is NO to the above question, no further information is needed. Go to the right, click SAVE and move on to next question on online enrollment.

If the answer is YES you consider your student homeless as defined above please complete the next few questions, then click SAVE at the top right of online enrollment page.

If the answer above was YES, please complete select the student's living situation below and then go to bottom of page and electronically sign this form:

Living in a shelter, including transitional housing shelters. Please provide the name and address of the shelter:

Living on the streets, abandoned building, car, trailer, campground, public place, housing not fit for habitation. Please provide info regarding the area in which the student is living:

If student is not considered Homeless, please select no and sign.

If student is Homeless - meets definition of "homeless" – which is an individual lacking a fixed, regular and adequate nighttime residence – including children who are "temporarily sharing housing due to lose of housing or economic hardship of parents" then please indicate YES and complete remaining questions.

When done, click SAVE in upper right hand corner.

This is also a required form. This release of records authorizes LCSC to request transcripts, IEP info, health records, language survey or any other pertinent educational information.



LAKE CENTRAL SCHOOL CORPORATION

8260 Wicker Avenue  
St. John, Indiana 46373  
(219) 365-8507  
www.lcsc.us

**Release of Records Form**

When students transfer from one school to another, it is necessary that the receiving school district have access to the student's files and information, including health records. We require written permission of the parent or guardian for the transfer of such records.

Please complete information below so LCSC may obtain your student's school records:

Student Name:

Test Student

Grade Enrolling for this school year: KG

Transferring from: (Please list school name, city, state, zip)

THIS FORM IS REQUIRED FOR ALL GRADE LEVELS. IF KG LEVEL PLEASE PUT NOT APPLICABLE.

I hereby authorize the Lake Central School Corporation to release/receive the following information: (1) Up to date transcript (including dates of entry/withdrawal, all subjects, grades/grading scale to date of withdrawal). (2) Any psychological or special placement data. (3) Health records (including physicals and immunization records) (4) Home Language Survey (5) Any other pertinent information regarding this student - ie. educational background.

Parent Electronic Signature:

Test Parent

Date Signed: 02/12/2021

**Please click the drop down box and place an X by the school to receive the records for the above child:**

- Lake Central High School, 8400 Wicker Avenue, St. John, IN 46373 Tel: (219) 365-8551 Fax: (219) 365-7156
- Clark Middle School, 8915 W. 93rd Avenue, St. John, IN 46373 Tel: (219) 365-9203 Fax: (219) 365-9348
- Grimmer Middle School, 225 W. 77th Avenue, Schererville, IN 46375 Tel: (219) 865-6985 Fax: (219) 865-4423
- Kahler Middle School, 600 Joliet Street, Dyer, IN 46311 Tel: (219) 865-3535 Fax: (219) 865-4428
- Bibich Elementary School, 14600 W. 81st Ave, Dyer, IN 46311 Tel: (219) 322-1185 Fax: (219) 864-2381

## Step 6: Additional District Forms

Edit

View Only

Save

Save and Collapse Step

### Instructions for completing the Additional District Forms

Parents must complete all of the Additional District Forms below to be able to submit application.

Asterisk (\*) denotes a required form

\* Required Form: **CHIRP PERMISSION FORM**  This form *has been completed*

\* Required Form: **Home Language Survey**  This form *has been completed*

Optional Form: **IEP/504/Additional Info**  This form has not been completed

\* Required Form: **MCKINNEY VENTO/HOMELESS**  This form *has been completed*

If you have a custody agreement in place, please complete this form. IF you do not have a court ordered or voluntary custody agreement, this form is not needed. Example: Divorced parents or never married parents living apart.

Optional Form: **FORM I - CUSTODY AGREEMENT**  This form has not been completed

If you are planning on moving into our district and have already signed a sales contract and/or building contract, but do not yet have closing papers, you will need to complete this form. Not necessary to complete unless this applies to you.

Optional Form: **Intent to Move - Form V**  This form has not been completed

If there is a third party custody agreement, it is necessary to complete this form.

Optional Form: **FORM II - THIRD PARTY CUSTODY**  This form has not been completed

Optional Form: **Rental Property - Form IV**  This form has not been completed

Optional Form: **Affadavit of Living With Relative/Significant Other**  This form has not been completed

\* Required Form: **Request for Official School Records**  This form *has been completed*

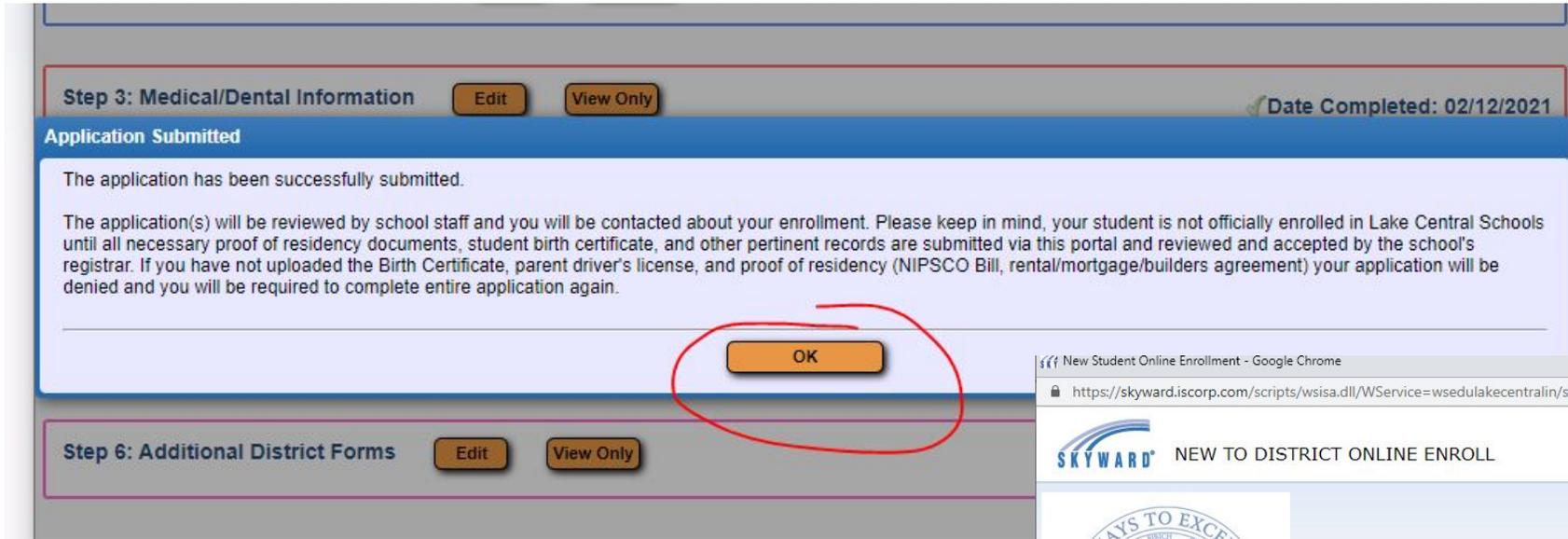
Complete Step 6



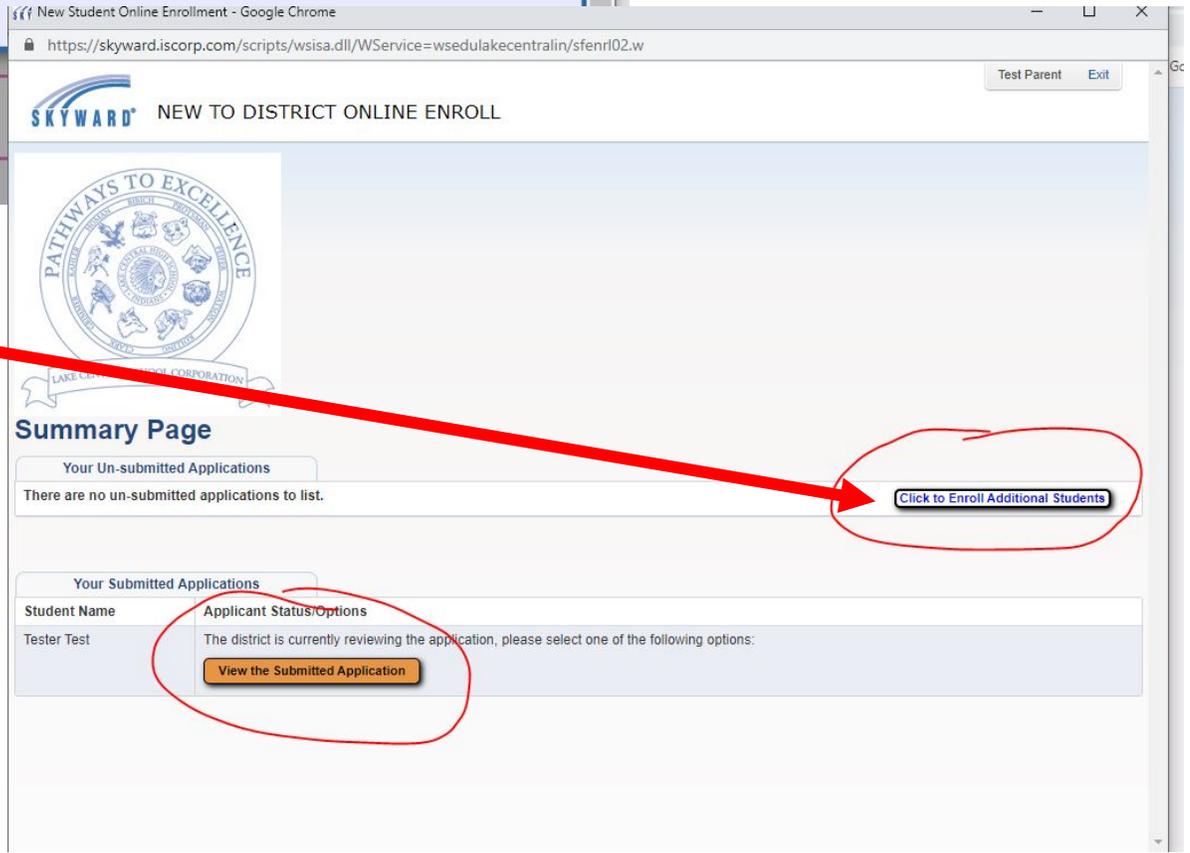
After all required forms have been completed you can Complete Step 6. If it does not say it has been completed, click on the orange tab to re-open it and finish and be sure to hit SAVE in upper right on each form.

It will not show complete Step 6 until all required forms are complete.

When you have completed them, click complete Step 6.



Click Okay to move on from that student enrollment form.



IF you have another child to enroll, click to Enroll Additional Students and you will repeat same process for each additional child.

You can also View your Submitted Application, however, NO CHANGES can be made (no documents added, no spelling corrected, etc.) after it has been submitted. Changes must then be made after child has been accepted and officially enrolled by contact the school office.

