## New Student Enrollment Information Welcome to Lake Central School Corporation!

Parent/guardian(s) can enroll new students online at any time. Before you complete the online enrollment process, you will need electronic copies of the documents listed below. They can be photos taken with your cell phone, scanned PDFs, or copies of electronic documents. All uploaded documents must be clear and easy to read.

- 1. Copy of the child's birth certificate
- 2. Any custody or guardian paperwork, if applicable
- 3. Student's current IEP, ILP, or 504 plan, if applicable
- 4. Academic records from their previous school, if applicable
- 5. Proof of Residency
  - Proof of residency is required for all new students and students whose residence within the district has changed since they last enrolled in school.
  - Lake Central does not accept out of district students.
  - Acceptable documentation of legal settlement must include the parent/guardian's name and address within the district. All residency documentation must be current and not expired.
  - To prove residency, you must submit the following items during the online enrollment process:
    - A current mortgage statement or lease agreement
    - One of these items showing your current address: pay stub, utility bill, vehicle registration, or Indiana issued driver's license/state ID.
  - If you are buying or building a new home in Lake Central, you must have a purchase agreement for an existing home or a letter from the builder. You must provide this document in order to enroll. You will have 60 days from when you enroll to provide proper proof of residency documents for the new address.

When you are ready to start the online enrollment process, please go to <u>https://lcsc.us/new-enrollments/</u> and click the Online Enrollment Application link.



If you have questions about the online enrollment application, please email <u>skywardaccess@lcscmail.com</u> or call the technology department at 219-558-2794.

If you are unsure which school your child should attend, please contact the transportation department at 219-365-3141.

If you have specific questions for the school that your child will attend, please contact the school's main office.