Chicago Public Schools
School Enrollment Form

*School Name*_____

Student Information Student's siblings' names if currently enrolled in CPS: _____ _____ _____	_____ Student ID#	**School Use Only:** **Prevent duplicate student records. Search in SIS for an existing Student ID <u>before</u> creating a new one.**

_____   _____   _____   _____
Legal Last Name   Legal First Name   Legal Middle Name   Generation (Jr., etc)

_____   _____   _____
Legal Sex (F/M/X/N)   Birth date *(mm/dd/yyyy)*   Registration Grade Level *(when first entering CPS)*

_____   _____   _____
Affirmed Gender* (F/M/N)   Affirmed First Name*   Affirmed Middle Name*

*Optional. For more information regarding affirmed gender and affirmed name, please visit: Supporting Gender Diversity Toolkit

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Personal Information

_____ Y / N _____   _____
Birth Certificate on File   Birth Verification Type

_____   _____   _____
* Birth Country   Birth State   Birth City

    * Complete if student was <u>not</u> born in the United States (US) or one of its Territories:

      Date of first enrollment in any US School: _____

      Full Years completed school in US: _____

School Use Only: Note that "*Date of first enrollment in any US School*" becomes a required field in SIS if "*Birth Country*" is <u>not</u> the US or one of its Territories.

Student Address/Phone

Physical (Home) Address

_____	_____	_____	_____	_____
Street Number and Name	Apt.	City	State	Zip Code

Mailing Address
(if different than Home)

_____	_____	_____	_____	_____
Street Number and Name	Apt.	City	State	Zip Code

Home Phone Number_____

Demographic,
Home Language,
Parent/Guardian Contacts,
Emergency/Health Information

Federal Ethnic and Race Categories: (*Enter information into SIS from the Race and Ethnicity Survey form*)

Home Language Survey: (*Enter information into SIS from the Home Language Survey form*)

Parent/Guardian Contacts: (*Enter information into SIS from the Request for Emergency and Health Information form*)

Emergency/Health Information: (*Enter information into SIS from the Request for Emergency and Health Information form*)

Enrollment

Enrollment Status Codes:
01 – No Former School
02 – Chicago Public School
     (to incl. Charter/Contract)
03 – Chicago Private School
04 – IL Public Schl, not Chicago
05 – IL Private Schl, not Chicago
06 – US Public Schl, not Illinois
07 – US Private Schl, not Illinois
08 – Not in USA

_____   _____
School Transferring From ((if not a Chicago Public, Charter or Contract School)*   City and State

*Is the student in good standing? __Y / N__
(Instructions to school: for out-of-state public school or any private school students, a certification of "good standing" should be received from the Parent/Guardian. Refer to CPS Policy 10-0623-PO1 for more information.)

Last Chicago Public, Charter, or Contract School Attended _____

Is the student receiving any type of Special Education services? __Y / N__
(Instructions to school: if yes, please notify the Case Manager.)

Student Enrolled by _____
       (Print Name and Relationship)

_____   _____
Signature of Parent/Guardian   Date of Enrollment

School Use Only:

Enrollment Status Code *(insert a # from the left)* _____   Grade Level_____   Homeroom/Division #_____