

SENITA VALLEY ELEMENTARY

2019-2020 Registration

For Kinder-5th Grade

Registration Process:



**Come register now,
if you live in the Senita Valley Elementary attendance boundary:**

Mesquite Ranch, Sierra Morado, Civano & Saguaro Trails (Mattamy Homes)

Families that apply for open enrollment (homes outside our boundary) are welcome to register after they find out if their open enrollment application has been accepted (in April/May).

1. Come to our front office Monday-Friday from 7:00-4:00 PM.
If possible, please come between 9:00-2:00 PM, which is less busy. ☺
2. Bring the following documents which are required for enrollment:
 - ✓ **Original certified birth certificate** –not a baptismal certificate
 - ✓ **Up-to-date immunization records** –must have all immunizations
 - ✓ **Driver's License**- proof of ID
 - ✓ **2 Proofs of Residency:** (one from each section)
 - 1st Proof: Valid AZ driver's license, W-2 statement OR payroll stub
 - 2nd Proof: Utility bill, mortgage statement OR rental agreement(Proof of residency must show current address along with parent or legal guardian's name).
 - ✓ **Proof of Legal Guardianship/Custody**- If a guardian other than a natural parent will be registering the student, a court document showing current guardianship must be provided at the time of registration. If divorced, you **MUST** provide legal documentation of custody agreement.
3. **After all the required documents have been copied and verified,** we will provide an access code to register your child online. You can stay and complete the online registration on a computer in the office OR *complete it online at home*. The process takes approximately 15-20 minutes.
4. **After the online registration is completely submitted and verified by the office staff, your child is completely enrolled.**
5. **Teacher placement letters** will be mailed out in the beginning of June.

*Questions? Please call the office manager,
Brenda Ross, at 520-879-3105.*