



Irvine Unified School District

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FOR IMMEDIATE RELEASE

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IUSD to host its annual ‘One Stop Enrollment’ for new Irvine families *Parents will be able to enroll multiple children at one site beginning July 27*

IRVINE, Calif. – The Irvine Unified School District will conduct its annual One Stop Enrollment service beginning July 27 for new Irvine families who have yet to enroll their children for the 2009-10 school year.

Designed to simplify the process and to help reduce the last-minute enrollment crush at IUSD’s schools, One Stop Enrollment allows parents to enroll multiple children at a single site. Those who wish to participate must carefully follow these steps:

What to do before arriving

Parents who wish to utilize One Stop Enrollment must first complete an online pre-enrollment registration form, which can be accessed at www.iusd.org/enrl/login.asp. After you’ve completed this form, be sure to print your paperwork and bring it with you to One Stop Enrollment.

What you must bring with you

In addition to your completed pre-enrollment registration form, you must have the following items to begin One Stop Enrollment:

1. Verification of identification for the custodial parent, legal guardian or licensed foster parent. This can be a valid driver’s license, California ID or a passport with photo.
2. Student birth certificate or passport.
3. Student immunization records. For students enrolling in kindergarten or first grade, parents must also provide proof of the required physical exam.
4. Verification of Residency of parent, licensed foster parent, or California Superior Court-appointed legal guardian (required prior to receiving an enrollment packet):

Two of the following that reflect your current Irvine address:

- **Electric bill** (both parts, top and bottom, in English) or verification of electrical service connection
- **Southern California Gas bill** (both parts, top and bottom, in English) or verification of gas service connection

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- **Cable bill** (both parts, top and bottom, in English)
- **Current property tax or income tax documents**
- **Current water bill** (both parts, top and bottom, in English) or verification of water service connection.
- **Waste Management bill** (both parts, top and bottom, in English)
- **Current payroll stub** (both name and address must appear on payroll stub)
- **Current Social Services documents**

*Note: The district does **not** accept **opening** escrow papers or lease agreements as verification of residency.*

Special Case Alternatives:

- UCI Housing: an **official UCI document** (asserting the person resides in student housing, which usually covers gas and electric)
- In the case of purchasing a home under construction, a **New Communities K-12 Enrollment Address Verification** form may be obtained at the sales office and will be accepted as temporary residency verification
- If you are a renter and do not pay utilities because it is included in the rent, we will need a letter from the lessor and/or a copy of the rental agreement stating that utilities are included

California law requires that students be tested for language fluency if their first or primary language is not English. Families who are coming to Irvine from another school district in the state of California should bring a copy of their child's California English Language Development Test (CELDT) results with them.

Where and when to go

One Stop Enrollment will be held at Rancho San Joaquin Middle School, 4861 Michelson Drive, from 8:30 a.m. to 12:30 p.m. Monday through Thursday, July 27-30 and August 3-6.

How to learn more

For more information about One Stop Enrollment, log on to www.iusd.org/enrollment/OneStopEnrollment.html or contact Student Services Coordinator Eamon Kane at (949) 936-5171 or (949) 337-7900.

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