

# PENNS GROVE-CARNEYS POINT REGIONAL SCHOOL DISTRICT NEW STUDENT ENROLLMENT INSTRUCTIONS

*The following attached forms are for all new student registrations. These forms must be printed, completed, and an appointment must be made in order to submit them to the appropriate school. The forms include:*

1. **Online Pre-Enrollment**: **Everyone** is to complete the Online Pre-Enrollment process. Click [here](#) to start the Genesis Online Pre-Enrollment.
2. **Student Enrollment Application**: **Everyone** must complete this form. Only parents or legal guardians can register a student for school. You, (the legal guardian) will need to provide a driver's license and the student's original birth certificate. Please bring custody/divorce documents, if applicable.
3. **Records Release Form**: **Everyone** must complete this form.
4. **Enrollment Residency Questionnaire**: **Everyone** must complete this form. Please complete the section that applies to you. You, (the legal guardian) or the person whom you are residing with will need to provide proof of address showing residency within our District.
5. **Reasons for Leaving Last Permanent Residence**: **Everyone** must complete this form.
6. **Student Services Questionnaire**: **Everyone** must complete this form.
7. **Parent/Guardian/Caregiver Notification Student Attendance, Enrollment/Registration, and Transfer/Withdrawal Requirements**: **Everyone** must complete this form.
8. **Medicaid Annual Notification Regarding Parental Consent**: **Everyone** must complete this form.
9. **Special Education Medicaid Initiative (SEMI) Parental Consent Form**: **Only to be completed if your child receives special services.**
10. **Personal Health History Form for Pre K through Eighth Grade**: **Only** if applying for enrollment in **grades Pre-K through eighth**, must complete this form.
11. **Physical Examination Form for Pre K through Eighth Grade**: **Only** if applying for enrollment in **grades Pre-K through eighth**, must complete this form. The student does not have to have the physical completed prior to making an appointment, but it is still required.
12. **Physical Examination Form for High School Students**: **Only** if applying for **high school enrollment (Grades 9-12)**. The student does not have to have the physical completed prior to making an appointment, but it is still required.
13. **Pre K Transportation Information Form**: **Only available for Pre K students.**
14. **Pre K Special Request for Transportation**: **Only available for Pre K students.**

*When you have completed all registration forms and collected all necessary documents and proofs of residency, please call the Main/Counseling Office to schedule an appointment:*

Lafayette-Pershing School (Pre K-K)	856-299-3230
Field Street School (Grades 1-3)	856-299-0170
Paul W. Carleton School (Grades 4-5)	856-299-1706
Penns Grove Middle School (Grades 6-8)	856-299-0576
Penns Grove High School (Grade 9-12)	856-299-6300

*\*If your student has an IEP, please let us know as soon as possible, as we will need to schedule a meeting for you with the Child Study Team.*

Download and print Enrollment documents [HERE](#).