



# San Elijo Middle School

1600 Schoolhouse Way, San Marcos CA 92078  
Registrar: 760.290.2810, Office: 760.290.2800

## School begins Tuesday, August 20, 2019

- \*Registration is by appointment only
- \*Summer registration hours: 7:30 a.m. to 1:00 p.m.
- \*ALL 7<sup>th</sup> grade students must have the TDAP vaccine before they can attend school

## Student Registration Information, Grades 6-8

Registration packets are available at San Elijo Middle School or via our website, [www.sanelijomiddle.org](http://www.sanelijomiddle.org), under Departments, Counseling, New Student OR Homepage, Quick Links, New Student **Elementary students** scheduled to attend San Elijo Middle School do not need to complete a registration packet

**New Registrations:** Bring these required documents with you to register your student(s)

- Birth Certificate** (original must have State Seal to be accepted as proof of age) or current Passport
- Immunization Records** including proof of TDAP vaccine
- 2 Proofs of Residency: One from each category**
  - **Category 1:** Grant Deed, Property tax statement or payment receipt; rental property contract, lease, or payment receipt
  - **Category 2:** Utility service contract, payment receipt, or statement; pay stub w/address; voter registration; correspondence from a government agency
- Check-out/Withdrawal Forms** from previous school
  - Needed only when registration takes place during the school year
- Last recorded grades and state test scores**
  - Students cannot enroll in **Honors/Accelerated courses** without proof of their last recorded grade. NO exceptions.
- If applicable, IEP or 504 Plan.** We must have this document before we can enroll your student.
  - It is the **parent's responsibility** to provide the documents needed for registration
    - **We will not request documents from the previous school**
  - Enrollment **cannot be completed** without 2 proofs of residency
  - SEMS has a 48-hour Registration Processing Window
  - **Registration will be processed AFTER ALL REQUIRED DOCUMENTS are submitted**

To schedule your Registration Appointment and/or for questions about Student Registration, please contact Mrs. Kathie Gillett, Registrar at [kathie.gillett@smusd.org](mailto:kathie.gillett@smusd.org) or 760.290.2810