



# SCUSD

PUTTING CHILDREN FIRST

## Enrollment Center

5601 47<sup>th</sup> Ave, Sacramento, CA 95824 (Next to the SERNA Center)

**EFFECTIVE AUGUST 2020**  
**Due to Covid-19 The Enrollment Center Is Closed to The Public.**

**Enrollment registration for your neighborhood school is currently available online. Online or drop-off, please make sure you submit all required documents to avoid delay. A technician will contact you in the order your application was received. Follow these steps and links:**

1. **DETERMINE YOUR NEIGHBORHOOD SCHOOL:**  
<http://saccityusd.maps.arcgis.com/apps/webappviewer/index.html?id=65299203ccef4df4969dc9169f61a424>
2. **ENROLL ONLINE K-12 FOR THE 2020-21 SCHOOL YEAR:**  
<https://www.scusd.edu/form/2020-2021-student-registration-form>

### If you cannot enroll online:

**SELF-SERVE LOBBY** Monday through Friday; 8am-1pm at the Enrollment Center, 5601 47<sup>th</sup> Ave. You can pick-up and drop-off an application. There is a **drop box** to submit the application. Completed applications are picked up on Fridays to be processed. There is **no face-to-face** service available at this time.

### Other links:

#### Enrollment for SCUSD Charter schools:

<https://www.scusd.edu/form/charter-school-student-registration-form>

#### Enrollment for Early Kinder Program (Age 5 on Sep. 2-Dec. 2)

<https://www.scusd.edu/form/early-kinder-registration-form>

#### Enrollment for Preschool:

<https://www.scusd.edu/form/preschool-online-application-form>

#### Contact an Enrollment Center Team Member:

<https://www.scusd.edu/pod/contact-enrollment-center>

### What You need to Know to Register Your Child:

**Please be advised that for the safety and security of all children, ONLY the parent(s), legal guardian(s) or educational rights holder(s) may enroll a child into our district.**

1. **Photo Identification**-State Issued I.D. or other photo identification (Work Badge, Passport, Student I.D, Costco)
2. **Address Verification**-Name on I.D. must match name on bill issued within 30 days. Bring one (1) (Ed. Code 48204.1):
  - a. Current Utility Bill – SMUD, PG&E or WATER
  - b. Current Mortgage Statement
  - c. Current Property Tax Bill
  - d. Current Rental / Lease Agreement with landlord's information and signature (If the lease is older than one (1) year OR is a month-to-month contract, the current month's rent receipt is required)
  - e. Current Voter Registration. Voter Election Guides/Voting Ballots NOT Accepted
  - f. Current Government Agency Letter on official letterhead
  - g. Current Employment Pay Stub
3. **Proof of Birth** –County issued Birth Certificate or Non-Expired Passport. When none of the foregoing is obtainable, the parent/guardian may provide any other appropriate means of proving the age of the child (Ed. Code 48002)
4. **Immunization Record** – Current for Each Child (California Health and Safety Code, Sections 120325-120375) T-Dap Booster shot is required for grades 7th-12th. Both name and date of birth must be on the immunization record.
5. **Current Withdrawal Grades and Transcripts** –Required for Grades 9th-12th
6. **Individualized Education Plan (IEP)** –Documentation for Receiving Special Education Services – (if applicable)
7. **Guardianship/Custody Documents** – (if applicable)

**Services Include:** K-12 Enrollment, Intra-district & Inter-district Permits, Immunization Clinic (currently closed until further notice) Matriculation Orientation Center (MOC) for Language Assessment Process, Translations, English Language Learner Services.

For more information and a complete list of services. visit us at <https://www.scusd.edu/enrollment-center-k-12>.