# Chicago Public Schools
## School Enrollment Form

### School Name
__________________________________________________________________________

### Student Information
- Student’s siblings’ names if currently enrolled in CPS:
  - ___________________________
  - ___________________________
  - ___________________________

### Student ID#
- School Use Only:
  - Prevent duplicate student records. Search in SIM for an existing Student ID before creating a new one.

### Student ID#
- Last Name
- First Name
- Middle Name
- Generation (Jr., etc)

### Gender
- Birth date (mm/dd/yyyy)
- Registration Grade Level (when first entering CPS)

### Personal, Immigrant, and Refugee Information
- To Parent/Guardian:
  - CPS is required to keep a count of immigrant students for Federal and State Guidelines in order to determine if additional resources and services for students are needed.
  - Note that this is not an inquiry on citizenship status, and all information will be kept confidential.

#### Birth Certificate on File
- Birth Verification Type

#### Birth Country
- Birth State
- Birth City

**Note:** If student was not born in the United States (US) or one of its Territories:
- Date of first enrollment in any US School:
- Full Years completed school in US:

### School Use Only:
- Note that “Date of first enrollment in any US School” becomes a required field in SIM if “Birth Country” is not the US or one of its Territories.

### Student Address/Phone
- Physical (Home) Address
- Mailing Address (if different than Home)

### Home Phone Number

### Demographic, Home Language, Parent/Guardian Contacts, Emergency/Health Information
- Federal Ethnic and Race Categories: 
  - (Enter information into SIM from the Race and Ethnicity Survey form)
- Home Language Survey:
  - (Enter information into SIM from the Home Language Survey form)
- Parent/Guardian Contacts:
  - (Enter information into SIM from the Request for Emergency and Health Information form)
- Emergency/Health Information:
  - (Enter information into SIM from the Request for Emergency and Health Information form)

### Enrollment
- Enrollment Status Codes:
  - 01 – No Former School
  - 02 – Chicago Public School (to incl. Charter/Contract)
  - 03 – Chicago Private School
  - 04 – IL Public Schl, not Chicago
  - 05 – IL Private Schl, not Chicago
  - 06 – US Public Schl, not Illinois
  - 07 – US Private Schl, not Illinois
  - 08 – Not in USA

- *School Transferring From (if not a Chicago Public, Charter, or Contract School)

- *Is the student in good standing? 
  - Y / N

- Last Chicago Public, Charter, or Contract School Attended

- Is the student receiving any type of Special Education services?  
  - Y / N

- Student Enrolled by 
  - (Print Name and Relationship)

- Signature of Parent/Guardian
- Date of Enrollment

### School Use Only:
- Enrollment Status Code (insert a # from the left)
- Grade Level
- Homeroom/Division #