

WELCOME TO OAK PARK SCHOOL DISTRICT!

The Enrollment Office is open Monday, Tuesday, Wednesday, and Friday from 8am to 4:30pm and Thursdays from 8am to 7pm.

Please bring the documents below. Along with those, please fill out the applicable enrollment form depending on the grade your child will be attending. Additionally all out-of district students must fill out the Schools of Choice form. You can print the forms from the website or receive the forms when you come to the enrollment office with your documents. The enrollment Office is located at 13900 Granzon, Oak Park, MI 48237.

- **Original Birth Certificate with Seal or Valid Passport**
- **Immunization Records** – Record of Shots.
- **Health Appraisal Form** – Only required for kindergarten and pre-school
- **Transcripts** - for students entering 10th-12th or **Last Report Card** - for students entering 1st 9th
- **Disciplinary Record for grades 6th – 12th grades**
- **Current IEP/MET** - for students currently receiving Special Education services.
- **Photo ID of one parent/guardian**- name required to verify identity
- **Probate Court Guardianship Papers** (for Legal Guardians)
- **Proof of Income** - for pre-school students only

Resident Documentation: A "resident" is a person who owns or rents within the Oak Park School District. **One** of the following documents containing the parent/guardian's name and address must be provided:

- **Closing Statement**
- **Current Signed Rental/Lease Agreement**
- **Mortgage Payment Book**
- **Current Property Tax Bill**

Also, **two** of the following documents/bills containing the parent/guardian's name and address must be provided:

- **Gas/Electric/City Water**
- **Telephone**
- **Cable/ Satellite TV**
- **Pay Stub with address**
- **Official Government Business Mail**

Non-Resident Documentation: A "non-resident" is a person does not live within the Oak Park School District. All non-residents must provide us with 2 pieces of mail containing parent/guardian's name and address. **Documents with P.O. Boxes will not be accepted.**