

Student Name: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_

## Registration Checklist 2022-2023

Please accurately fill out each of the applicable documents listed below. If this is being completed at Registration, principal or secretary will check over sheet upon completion.

### ***ONLY for students entering MJA for the first time***

- \_\_\_\_\_ Health Appraisal (Required for all students entering a Michigan school for the first time. Required for K, 7<sup>th</sup> and all students new to Metro Jr Academy) (Green)
- \_\_\_\_\_ Birth Certificate (need a copy in each student file)
- \_\_\_\_\_ Application Questionnaire (1 per student) (White)
- \_\_\_\_\_ Student Records Release (White)

### ***Complete for ALL students***

- \_\_\_\_\_ Admission Application (1 for each student) (White)
- \_\_\_\_\_ Student Behavior Contract (1 per student) (On back of application)
- \_\_\_\_\_ Student Release List (if applicable) (Ivory)
- \_\_\_\_\_ Health Review (1 per student) (Blue)
- \_\_\_\_\_ Consent to Treatment/Health Insurance/ Permission Slip (1 per student) (White)
- \_\_\_\_\_ Updated Immunization List/Grades K, 7<sup>th</sup> & all new students. (this form needs to be completed by the physicians office) Immunization Waivers are now issued by the local health department. Parents need to set up an appointment to obtain Waiver.
- \_\_\_\_\_ Internet Policy/Permission (1 per student) (Bright green)
- \_\_\_\_\_ Field Trip Driver Form (if applicable ) (Pink)
- \_\_\_\_\_ Permission to Dispense OTC Meds (Gray)
- \_\_\_\_\_ Student Photo Release (Gold)
- \_\_\_\_\_ Parents Email Address Information (Lilac)
- \_\_\_\_\_ Volunteers Needed for Home & School Leader (Orange)
- \_\_\_\_\_ Treasurer: Fill out payment plan and pay fees. Pay any leftover balance.