

## Grass Lake Community Schools Enrollment Information

- If you are a Schools of Choice Applicant, please complete and submit the application prior to completing any online registration portion
- Application for enrollment. You may fill out an online application by going to <https://grasslakeschools.powerschool.com/public/formbuilder/form.html?formid=53826> This will take you to a pre-registration form that needs to be completed and submitted with basic information. Once this information has been accepted you will receive a notification with information on how to set up a parent PowerSchool account to continue the registration process. These are the grade levels associated with our buildings:

Grades K-5: George Long Elementary School

Grades 6-8: Grass Lake Middle School

Grades 9-12: Grass Lake High School

To pre register, you will need the following information:

- 1) Child's full legal first, middle and last name
- 2) Child's date of birth
- 3) Grade level you intend to enroll them in
- 4) Full physical address of child including zip code
- 5) A parent contact email address
- 6) School district and County in which the child resides

### **Following are the documents required for registration.**

- Original birth certificate. We must see an original and are able to make a copy for you
- Immunization record. All immunizations must be completed by the first day of school or your child will not be able to start school on the first day.
- Two Proofs of Residency if you live in the Grass Lake district (not a driver's license, but a copy of a bill, tax record, etc.)
- If you have a school-of-choice student, a [school-of-choice application](#) is required, but not a proof of residency.
- Kindergarten only: Vision Screening proof sometime in the last three years
- Kindergarten only: Small, recent photo of your child (no bigger than 2 x 2 please)
- Students enrolling at Grass Lake High School will need a copy of their transcript from the school district they are transferring from.

If you have questions, please email or call our administrative assistants:

George Long Elementary School: Christy Broderick. 517-867-5590.

[Christy.Broderick@grasslakeschools.com](mailto:Christy.Broderick@grasslakeschools.com)

Grass Lake Middle School: Emily Mathews. 517-867-5550.

[Emily.Mathews@grasslakeschools.com](mailto:Emily.Mathews@grasslakeschools.com)

Grass Lake High School: Charlene Herrera. 517-867-5570.

[Charlene.Herrera@grasslakeschools.com](mailto:Charlene.Herrera@grasslakeschools.com)