

Student's Last Name	First Name	Date of Birth	Age	Gender	Grade in 2020/21

Parent I: First Name	Last Name	Landline Phone	Cell Phone	Work Phone

Primary Home Address	Apt #	City	Zip

Parent I: <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Non Binary	Email address
Does parent have educational rights? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Parent 2: First Name	Last Name	Landline Phone	Cell Phone	Work Phone

Secondary Address (If different from parent I)	Apt #	City	Zip

Parent 2: <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Non Binary	Email address
Does parent have educational rights? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Home Language Survey <i>(one language per line, please see reverse)</i>	
1. Language your child first learned when they began to speak: _____	
2. Language your child speaks most frequently at home: _____	
3. Language most frequently used when speaking to your child: _____	
4. Language most often spoken by adults in the home: _____	
Is your child Spanish speaking? <input type="checkbox"/> Yes <input type="checkbox"/> No	

When did your child first enroll in a CA school? Date: _____ Grade: _____	
When did your child first enroll in a USA school? Date: _____ Grade: _____	
Is your child Hispanic/Latino/a? <input type="checkbox"/> No <input type="checkbox"/> Yes	
Child's Race (see codes on reverse): 1) 2) 3)	

Name of Student's most recent school: _____	
School district: _____	
City/State/Country: _____	
Does your child have a sibling currently attending a Berkeley public elementary school?	
Sibling's name: _____	Grade: _____ School: _____

Has your child been suspended/expelled or recommended for expulsion?	
Suspension <input type="checkbox"/> No <input type="checkbox"/> Yes, Start date: _____ End date: _____	
Expulsion <input type="checkbox"/> No <input type="checkbox"/> Yes, Start date: _____ End date: _____	

Highest Parent Education Level
<input type="checkbox"/> Not a high school graduate
<input type="checkbox"/> High school graduate
<input type="checkbox"/> Some College
<input type="checkbox"/> College graduate
<input type="checkbox"/> Graduate school

Preschool Experience
<input type="checkbox"/> BUSD <input type="checkbox"/> Day Care <input type="checkbox"/> City Rec
<input type="checkbox"/> Head Start <input type="checkbox"/> Private <input type="checkbox"/> None

Does your child currently receive services through Special Education?	
<input type="checkbox"/> No <input type="checkbox"/> 504 <input type="checkbox"/> IEP	

If you are a BUSD employee, please provide the following:	
Site: _____ Union: _____	

Office Use Only Do Not Write In This Box	Processed:	Entered:
Stu# _____	SA CA NU INC MV VS	
Date stamp on this receipt is confirmation of part 1 of elementary school enrollment. Enrollment is not finalized until part 2 is completed at the assigned school. Not completing part 2 by deadline will revoke assignment. Assignment will be mailed mid-March. Keep this receipt, you will need if requesting assistance.		

Dual Immersion and Spanish Bilingual Program <small>(only rank if interested in either program)</small>	
__ Thousand Oaks Bilingual* <small>(only 3rd - 5th)</small>	__ Sylvia Mendez Dual Immersion
<small>*Assignment priority to Northwest families. Transportation provided only to Northwest families.</small>	

Regular Program <small>(Rank preferences for all schools in your zone)</small>		
Northwest Zone	Central Zone	Southeast Zone
<input type="checkbox"/> Berkeley Arts Magnet	<input type="checkbox"/> Berkeley Arts Magnet	<input type="checkbox"/> Emerson
<input type="checkbox"/> Jefferson	<input type="checkbox"/> Cragmont	<input type="checkbox"/> John Muir
<input type="checkbox"/> Rosa Parks	<input type="checkbox"/> Malcolm X	<input type="checkbox"/> Malcolm X
<input type="checkbox"/> Thousand Oaks	<input type="checkbox"/> Oxford	
	<input type="checkbox"/> Washington	

I verify that the information on this form is complete and true	
Parent/Guardian Signature: _____	Date: _____

Home Language Survey (HLS)

Please note this information is not used for the Dual Immersion (DI) lottery

California Education Code required schools to determine the language(s) spoken at home by students. This information is essential in order to provide meaningful instruction.

Parent/guardian
completes the
HLS

→ If HLS questions 1,2,3 are answered **English only**. The student is placed in English mainstream class. (unless DI is requested and assigned through lottery)

→ If HLS questions 1,2,3 indicates language **other than English**. The student is tested with the current English proficiency exam in listening, speaking, reading and writing within 30 days of enrollment.

Student Race Code

If more than one race, indicate as many codes as needed.

100 Native American. A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment.

400 Filipino. A person having origins in any of the original peoples of the Philippine Islands.

500 Hispanic or Latino. A person of Cuban, Mexican, Puerto Rican, South or Central America.

600 Black or African-American. A person having origins in any of the black racial groups of Africa.

700 White. A person having origins in any of the original peoples of Europe, the Middle East or North Africa.

Asian. A person having origins in any of the original peoples of East Asia, Southeast Asia, or the Indian subcontinent

201 Chinese 202 Japanese 203 Korean 204 Vietnamese 205 Indian

206 Laotian 207 Cambodian 208 Hmong 299 Other Asian

Native Hawaiian or Other Pacific Islander. A person having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islands.

301 Hawaiian 302 Guamanian 303 Samoan 304 Tahitian 399 Other Pacific Islander

Assignment of Students

Students will be admitted to schools in accordance with six established priority categories. A computer assignment system will assign students on a random basis within a priority for each grade level within each school. Priority requirements are as follows:

1st priority: BUSD students currently attending the school (with the exception of transitional kinder) and living within attendance zone

2nd priority: BUSD students currently attending the school (with the exception of transitional kinder) and living outside the attendance zone

3rd priority: Berkeley residents who are siblings of any student currently attending the school on the basis of the first or second priority and who will continue in attendance for the 2020/21 school year

4th priority: Berkeley residents not currently attending the school and living within the attendance zone

5th priority: Berkeley residents not currently attending the school and living outside the attendance zone

6th priority: All non-Berkeley resident students requesting inter-district transfers

Enrollment Checklist

Read the following carefully:

Incomplete forms are not accepted. Please make sure ALL items are checked off of your list. Forms must be submitted in person. We will not accept forms via mail, fax or email. We do not request records from third parties, you must submit all required documents

- Preference Form** (obtained from our office or printed on **legal** size paper)
- Student's original birth certificate**
- Student's original report card (K-5) or transcript (6-12) for current school year**
- Parent/Legal guardian original, valid governmental picture identification card** (i.e. CA ID or DL)
- Declaration of residency** (must be residing in Berkeley when submitting enrollment documents)
- Proof of Berkeley residency** (must submit **three proofs, one from each of the groups** below)

All Proofs must be current originals (issued within the last 2 months) imprinted with the name and current Berkeley residential address of the parent/legal guardian. A student can have only one residence for purposes of establishing residency.

Only personal accounts will be accepted (No care of, DBA or Business accounts).

Group A: Must provide all pages

- ___ Rental property contract or lease **and** proof of payment dated within 45 days
- ___ Renter's or homeowner's insurance policy for the current year (no bill)
- ___ Current property tax statement or property deed

Group B: Utility bill: (must provide entire bill)

- ___ PG&E
- ___ Landline phone (non-cellular)
- ___ EBMUD
- ___ Internet
- ___ Cable

Group C: Must provide all pages, cannot be a bill

- ___ Current bank statement (checking or savings only)
- ___ Action letter from Alameda County Social Services Department
- ___ Recent paycheck stub or letter from employer on **official** company letterhead
- ___ Both valid automobile registration **and** valid automobile insurance
- ___ Voter registration for the most recent past or upcoming election

All documents on this list are required at the time of enrollment. Please contact us if you have any questions or concerns prior to coming in. You can call 510-644-6504 or email admissions@berkeley.net