



New Student Enrollment Checklist

All ALA enrollment registration is done online via SchoolMint at <https://ascendleadershipacademy.schoolmint.net/> . For any questions please contact Holly Cord at hcord@alascchoolsnc.org.

Required for Enrollment (Submit copies in SchoolMint or in person at school)	
	Birth Certificate (original or copy)
	Health Assessment Transmittal Form (For students new to NC Public Schools)
	Proof of Residency (Utility Bill, tax document, lease or rental contract)
	Legal Documents (Guardianship Paperwork, custody agreements, etc.)
	Immunization Records
	Report Card (most recent)
	Parent/Guardian Photo ID

Required for Enrollment (To be completely online in SchoolMint)	
	Student Data Sheet (Demographic Information)
	Special Education Placement or Other Formal Education Plans Form
	Getting to know your child Form
	School Start Date Verification
	Military Connection Form
	Media Release Form
	Family Income Data Collection Form
	Occupation Survey
	McKinney-Vento Determination of Housing Status Form
	Family Educational Rights and Privacy Act (FERPA) Annual Opt out options Form
	ALA School Directory Form
	Nurse/Health Information Form



For Students participating in Athletics	
	Sports Physical (Separate from Health Assessment Transmittal Form)

Before Leaving your Previous School	
	Notify Current school of upcoming move
	Complete Withdrawal Paperwork
	Request Current Records, transcripts, and report cards
	Pay Outstanding Fees
	Return any equipment, textbooks, or technology back to school

For Our Military Families	
<p>Ascend Leadership Academy is proud to serve military families. Our Military Family Liaison, Damien Perez is available to support your needs. Please feel free to contact him at dperez@alchoolsnc.org or 919-842-5411 ext. 105. Additionally, there is a wealth of information for military connected families on our website at https://www.ascendleadershipacademy.org/militaryfamilysupport.</p> <p>We comply with the Interstate Compact on Educational Opportunity for Military Children (G.S. 115C-407.5) and NC General Statute regarding school assignment (115C-366(a9)).</p>	