**Enrollment Process for International Students** 

(transferring from outside the United States)

We are pleased that you are interested in enrolling your child at Las Lomas. Here are the steps that you will need to take to pre-register your student to attend Las Lomas:

1. Initiate the registration process

Please contact Beth Chastain, Registrar, at <u>bchastain@auhsdschools.org</u> You will need to provide the following documents in English:

- Photo ID of parent
- Proof of residency within the Las Lomas boundaries e.g. copy of lease, property tax bill or utility bill. Please note: although Las Lomas students can apply through open enrollment to attend one of the other three schools in the district, Las Lomas is an impacted school and can only serve students who live within our boundaries.
- Most up-to-date report card and transcript
- Birth certificate
- Immunization records
- 2. Testing to determine proficiency in English may be required
- 3. Attend registration appointment
  - Upon completion of step 1 and step 2 (if needed), you will be scheduled a registration appointment with a Las Lomas Counselor. You will need to complete the provided registration packet and course request form prior to your appointment.