

Northwest Kansas Virtual Program

Northwest Kansas Virtual Program
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Enrollment Package Instructions/Checklist

Please complete one enrollment package for each student seeking admission to the Northwest Kansas Virtual Program (NKVP). Print clearly with blue or black ink. Be sure to include the student's name at the bottom of each page of every form in case the pages of the document become separated. NOTE: Students are not officially enrolled until all completed forms have been submitted and you receive notification of acceptance. As you complete each item, please mark the box on the list below. Keep this checklist for your records. If you have any questions or need assistance, please contact Dan Thornton at 785.672.3125 or dthornton@nkesc.org.

Please check the school year for which you are applying:

- 2007-2008
- 2008-2009

Enrollment Checklist

Please complete, sign and submit this Enrollment Checklist with your Enrollment Application.

Required Forms:

- This Enrollment Checklist completed and signed.
- Student Information Form (yellow)
This form must be filled out separately for each student you have applying to NKVP.
- Family Information Form (green)
This form only needs to be filled out once, regardless of how many students you have applying to NKVP.
 - Check this box if you are now enrolling multiple students or have another student already enrolled in NKVP.
- Parent's Acknowledgment of Expectations. (blue)
- Parental Consent Form (FERPA, Photo/Video, Student Directory Releases). (pink)
- Health Information & Health History Forms. (salmon)
- Release of Student Records (except if applying to Kindergarten). (buff)
This form is required to transfer your student's previous school records. If your student is entering Kindergarten for the first time or was not previously enrolled in a school, write "Not Applicable" on the Release of Student Records form.
- Free & Reduced Lunch Application Form.

Additional Required Documentation:

Before you send in your enrollment packet, please be sure you have completed and included copies (do not include originals) of the following:

- Proof of age for each student applying to our program (copy of Birth Certificate or Passport).
- Current proof of residency.
- A copy of the most recent report card or transcript for each student applying (except if applying to Kindergarten).
- A copy of your student's IEP, if applicable.
- A copy of your child's Immunization Record or signed waiver.

NOTE: Incomplete information will delay the processing of your student's application. Please let us know if there is a specific reason preventing you from providing any of the required documents (attach a separate sheet if necessary).

Signature: _____

