



3221 Sand Lake Rd, Longwood, FL 32779 | Phone: (407) 869-8882 | Fax: (407) 637-5309 | www.pacebrantley.org

Enrollment Checklist

PLEASE NOTE THAT STUDENTS MAY NOT ATTEND SCHOOL UNTIL WE HAVE RECEIVED THE FOLLOWING:

Student Name: _____ **Grade:** _____

All highlighted items provided by parent

- _____ **Birth Certificate**
 - _____ **Immunization Record** (Form DH 680 available through pediatrician)
 - _____ **Florida School Entry Health Exam** (Form DH 3040-pediatrician)
 - _____ Emergency Information Form
 - _____ Records Release Form
 - _____ Clinic Packet Forms
 - _____ Beforecare/Aftercare Form
 - _____ Transportation Form
 - _____ Ipad Insurance Form
 - _____ Ipad Insurance registration completed on Pace website
 - _____ Code of Conduct Signature Page (please read on Pace website)
 - _____ Directory Release/Photo Release Form
 - _____ Carpool Form (If Applicable)
 - _____ Locker Form (Middle and High School only)
 - _____ **Withdrawal Form from Previous School** (If Available)
 - _____ ACH/EFT Payment Authorization Form (Tuition)
- OR**
- _____ Credit Card Payment Authorization Form (Tuition)
 - _____ **PLSA/Gardiner Award letter** **OR**
 - _____ **FL Tax Credit/ Step Up Award Letter and Student ID Card** **OR**
 - _____ **McKay Award Letter**