



# Mobile County PUBLIC SCHOOLS

1 Magnum Pass | Mobile, Alabama 36618 | 251-221-4000 | www.mcpsd.com

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SUPERINTENDENT Chresal D. Threadgill

May 24, 2019

Dear Parent/Guardian:

As we prepare for the 2019-2020 school year, which begins **August 6, 2019**, we want to remind you of items you may need to present to your child's school

**1) if you have moved to a new address OR**

**2) if your child will be attending a different school than he/she attended during the 2018-2019 year**

- **Current** lease, mortgage statement, deed, property tax statement, housing contract
- **Current** utility bill associated with that property address (**power, water, gas**)
- Legal guardian's **ID**

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**3) IF you are in one of the following situations, you must come to MCPSS Student Support Services Division at 1 Magnum Pass, Building A, Mobile, AL 36618 to complete an ENROLLMENT ASSESSMENT FORM (Please see schedule on back):**

- Living temporarily with a friend or relative due to loss of housing, eviction, economic hardship, or similar reason
- Living in RV parks OR camping grounds due to lack of adequate alternative accommodations
- Living in emergency or transitional shelters
- Living in a public or private place not designed for humans to live
- Living in vehicles, parks, abandoned buildings, bus or train stations, etc.
- Migratory children living in above circumstances
- Unaccompanied Youth – child or youth **NOT** in the physical custody of parent/guardian
- Parent/Guardian is recently deceased or incarcerated
- Parent/Guardian is on military deployment and another person has to enroll child
- Student is placed by DHR. Court or agency with someone other than legal parent/guardian

**(continued on back...)**

**IF** one of these circumstances applies to you, please bring the following to MCPSS Student Support Services:

- The person you are residing with **OR** the contact information for that person
- **Your ID** and the **ID of the person** you are living with (person who owns/rents the property)
- **2 proofs of residence** from the person(s) you are living with: one proof **MUST** be a current Lease, Mortgage Statement, Deed, Property Tax Statement, or Housing Contract and the second proof **MUST** be a current utility bill (power, water, gas) associated with the property address
- Any official mail/bills coming to that residence/address in **parent/guardian name**

If you are living in a motel/hotel and/or pay-by-the-week establishment and have a **current rent receipt with the name of the establishment**, you may take that **directly** to your child's school as a proof of residence without having to come to Student Support Services.

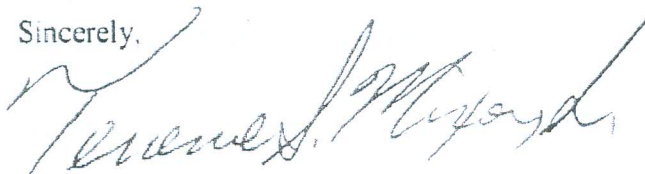
**Central Office Schedule for Enrollment Assessments:**

**June 10, 2019 – July 18, 2019 (Monday through Thursday, 9 AM – 2:30 PM)**

**July 22, 2019 – August 9, 2019 (Monday through Friday, 8 AM – 3:30 PM)**

Please call Student Support Services at 251-221-4245 if you have a question about the Enrollment Assessment Form process.

Sincerely,



Terrence S. Mixon, Sr.  
Assistant Superintendent of Student Support Services  
Mobile County Public School System  
1 Magnum Pass  
Mobile, AL 36618