

Enrollment Instructions

Students Who are **NEW and NEVER ATTENDED** School at OUSD

The steps below are the first steps to enrolling your child. Information about the student such as emergency contacts, medical and language information will be collected. Once this online process is finished and you have clicked on submit please call **714 532-8020 #6695** to schedule an appointment for you and your student to finish paper work and meet with a counselor.

You must bring the following items with you at the time of your appointment.

- **Call Language Assessment** at 714 997-6144 if student's first language and/or current language spoken at home is **OTHER than English** BEFORE your enrollment appointment.
- **Printed and Signed Copy of Your Online Enrollment Confirmation:** Including the printed copy of the Home Language Survey, Over-the-Counter Medicine Authorization from the online confirmation page.
- **Proof of Residence:** Most current proof of address - Utility bill, electric, gas, water, rental agreement or mortgage statement. Residence Verification form with Utility bill attached (If renting a room)
- **Birth Certificate**
- **Immunization record**
- **Transcript for Secondary Students (7-12)** Withdrawal paper work from last school of attendance if enrolling during the current school year.
- **Court Documents** (when applicable): Custody Papers, Restraining Orders, and Guardianship. Caregiver – Please bring approved form from our district office (Student & Community Service) located at 1400 N Handy #B Orange.
- **Photo ID**
- **Special Ed documents:** Applies only to students with an IEP or 504. Please bring latest copy of IEP. (Provide before appointment)

NEW STUDENTS TO OUSD – [CLICK HERE TO START AERIES AIR ENROLLMENT](https://aeries.orangeusd.org/air/)

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You must call VPHS 714 532-8020 (Counseling Office) at #6695 to schedule an appointment for you and your student to finish enrollment and meet with a counselor. When scheduling your appointment, you must inform us if your student is in Special Ed.