



## Waiting List Information

Christa McAuliffe Elementary	Phone (239) 283-4511	Fax (239) 282-0376
Oasis Elementary School	Phone (239) 542-1577	Fax (239) 549-7662
Oasis Middle School	Phone (239) 945-1999	Fax (239) 540-7677
Oasis High School	Phone (239) 541-1167	Fax (239) 541-1590

Thank you for your interest in our school system!

### **WAITING LIST APPLICATION**

Applicants are placed on the waiting list based on the date the application is received. Once a seat is available, the applicant is notified and given a certain amount of time to respond. If a response is not received the applicant is removed from the waiting list. If a seat is offered and declined, a new application must be completed to be placed back on the waiting list. *Students' positions on the waiting list may change at any time due to Enrollment Preference (see below).*

### **ENROLLMENT PREFERENCE**

Siblings of students currently enrolled in our school system are given first preference on the waiting list, but will NOT be guaranteed a seat.

### **APPLICATION DOCUMENTS**

In order to finalize your child's application for our enrollment process, the following documents must be submitted:

- Student Registration form** completed and accurate (please be sure to answer all questions and fill in all areas). If your address and/or phone number change it is your responsibility to contact the school with updates. Inaccurate contact information will result in the loss of your seat, should one become available.
- Parent Involvement Acknowledgement** should be read, signed and submitted.
- Proof of Residency** must be submitted to verify that you legally reside in Cape Coral. *This can be any one of the following: electric, water, phone or cable bill, signed lease agreement, title statement or a homestead exemption.* \*\*If you are residing with a relative or friend, a notarized letter, signed by that individual, must be submitted stating that you are residing in their home. Your name and your child's name must be included and you must have a copy, in their name, of one of the proof of residence documents listed above.
- Your Driver's License** must be photocopied for your student's file to ensure that you are the parent/guardian legally able to enroll your student in school.
- Copy of your child's IEP** (Individual Education Plan) must also be provided if your child is in an Exceptional Student Education (ESE) Program (this includes Speech, OT, etc).
- Proof of Custody** must be provided if the student does not live with both natural parents.

**IF YOUR CHILD IS NOT CURRENTLY IN A LEE COUNTY PUBLIC SCHOOL** these additional documents are needed:

- Original Birth Certificate** must be brought in. A copy will be made and included with your student's documentation for the waiting list.
- Form 680 Florida Certificate of Immunization** must be submitted and current.
- School Entry Health Exam** (within 12 months) must be submitted and current.
- Your Child's Social Security Card** should be brought in and a photocopy will be made. Social Security Cards are used for identification and are not mandatory.

**Submission of these documents does not guarantee your student a seat in our system.** It allows your child to participate in our enrollment process. Families will be notified by phone when a seat becomes available.

***If the contact information is incorrect and a seat becomes available the student may be bypassed.***