

# 2017-18 Kindergarten Registration Step By Step

## Online Registration (For those with internet access)

1. Go to Veneta Elementary School website ([www.fernridge.k12.or.us/venetaele](http://www.fernridge.k12.or.us/venetaele))
2. Under Quick Links click 2017-2018 Kindergarten Registration
3. Click the link to the online registration system
4. Complete the registration online. Below the link to the online registration system is a link to detailed instructions on how to register online if needed.
5. Once you have completed the online process, bring a copy of your child's birth certificate, immunization information, proof of residence, Kindergarten Emergency Closure form, and Kindergarten Permissions Form to Veneta Elementary School's office. Office hours are 6:30 AM to 3:00 PM. The Emergency Closure Form and the Permissions form can be downloaded during the online registration process or from the website.
6. All kindergarten parents must complete the Immunization form themselves. This is not a document that we can fill out for you or transfer information into.
7. Come back on Wednesday, August 16th to complete the registration process. At that time you will complete a transportation form, update your immunization information, and sign up for an orientation day the first week of school. Kindergarten registration on August 16th will take place between 8 AM and 8 PM

## In Person Only Registration

1. Beginning March 22nd, go to the school office at Veneta Elementary to complete your paperwork. It takes between 20 to 30 minutes to complete all of the required forms. You may pick up the forms and complete them at home and then return them.
2. Bring a copy of your child's birth certificate and proof of residence with you when you come to fill out the paperwork.
3. Once you have completed all required forms (including Kindergarten Emergency Closure and Kindergarten Permissions and Immunization) the office staff will collect the birth certificate and verify your residence.
4. Come back on Wednesday, August 16th to complete the registration process. At that time you will complete a transportation form, update your immunization information, and sign up for an orientation day the first week of school. Kindergarten registration on August 16th will take place between 8 AM and 8 PM

