

# REGISTRATION

# INFORMATION



## --AUGUST 5TH--

Registration (10:00 a.m. - 2:00 p.m.)

**Thornwood Apartments | 19440 Glenwood Rd  
Chicago Heights, IL 60411**

**Hickory-Glen Fieldhouse | 1016 E. 192nd St.  
Glenwood, IL 60425**

## --AUGUST 7TH & 8TH--

ALL District Registration [ON-SITE]

August 7th (9:00 a.m. - 3:00 p.m.) | August 8th (12:00 p.m. - 6:00 p.m.)

Brookwood Middle School | 200 E. Glenwood Lansing Rd | Glenwood, IL 60425

\*There will be a shuttle bus provided on August 7th & 8th for parents who are in need of transportation. To arrange a pick-up time, please contact the District Office at (708) 758-5190 and ask for Ms. Sudd or Ms. Machnikowski. **Bus transportation will ONLY be provided on August 7th & 8th.**

## --AUGUST 14TH & 15TH-- (Late Registration)

REGISTRATION AT INDIVIDUAL SCHOOLS

August 14th (9:00 a.m. - 2:00 p.m.) | August 15th (3:00 p.m. - 7:00 p.m.)

If you received a packet in the mail for your child(ren), the packet will serve as your proof of residency. If you do not come to registration with your completed packet or if you are a new resident, you will need to prove residency with the following:

- An official birth certificate if your child has not previously attended a school in District 167
- Four (4) proofs of residency which must include the name and current address of the parent/legal guardian. One of these proofs of residency must be a driver's license and current lease or mortgage. You will not be able to complete the registration process if your name and current address are not displayed on the documents you are using to prove residency.

## MEDICAL & NEW STUDENT FORMS REQUIRED FOR ENROLLMENT

- Proof of vision exam for kindergarten or students new to the District
- Proof of dental exam for students in grades K, 2nd, & 6th grade
- Proof of physical exam with required immunizations for students in Pre-K, K & 6th grade. Health forms can be downloaded from the district website at [www.brookwood167.org](http://www.brookwood167.org)
- Student Transfer Form (must indicate [Good Standing] if transferring from another school)

## RESIDENCY DOCUMENTS INCLUDE

- Driver's License
- Lease/Mortgage
- Vehicle Registration
- Recent Utility Bill
- Bank Statement
- Public Aid/Medicaid

## REGISTRATION FEES

A Technology Fee of \$100.00 (per family) is due at time of registration for all students unless qualifying for a waiver.

Ms. Bethany A. Lindsay, Superintendent