

REGISTRATION - NEW STUDENT

**Enrollment must be completed by a parent or court appointed legal guardian, unless pre-approved by Student Services 469-713-5206

PLEASE READ:

- Enrollment **MUST** be completed by a parent or court-appointed legal guardian, unless pre-approved by Student Services. Student Services can be reached at 469-713-5206. The parent or guardian must be here in person to complete the enrollment.
- If you are wanting to add football, volleyball or band to your schedule, you will need to contact the coach/director listed below for prior approval. You will need to be enrolled before participating in tryouts or other summer activities, so please plan on enrolling as early as possible.

Football	Coach Brian Brazil	brazilb@lisd.net	469-948-2992
Volleyball	Coach Karin Kenney	kenneyk@lisd.net	469-948-3068
Band	Director Andy Sealy	sealya@lisd.net	469-948-3011

Step 1 - Documents Needed to Register:

Enrollment cannot be completed without these items. Please bring with you:

- _____ **Proof of Residency***
- _____ **Birth Certificate**
- _____ **Social Security Card (if available – a copy is ok)**
- _____ **Immunization Records***
- _____ **Withdrawal form from prior school (not needed for summer enrollments)**
- _____ **Final 8th Grade Report Card (needed for summer enrollments)**
- _____ **Transcript from prior school**
- _____ **Parent/Guardian's driver's license or photo ID**



**Additional information can be found under the Registrar's Office Menu to the left*

Step 2 – Complete Enrollment Application:

If you are re-enrolling a student that was previously at **ANY LISD** school at **ANY** time, please contact me at courtneykd@lisd.net so that I may request the student's file from their prior LISD school before your enrollment appointment. You will not need to fill on the online enrollment forms, but you will need to complete the paper form when you come in. It is also provided [here](#).

For all other students who are new to Lewisville ISD, please follow this [link](#) to access the online enrollment forms.

Step 3 – Enrollment Appointment:

Once you have **ALL** the necessary documents **AND** have submitted the online application, please contact me for an appointment. During the school year, students enrolling before 11:00am are eligible to start school that day. Students enrolling after 11:00am will start the next day.

Debby Courtney Hebron High School 9th Grade Campus Registrar 469-948-8702 courtneykd@lisd.net