

Enrollment - Frequently Asked Questions

Enrollment Dates

All schools will enroll on Wednesday - August 1 from noon to 6 p.m. and on Thursday - August 2 from 9 a.m. to 3 p.m.

Enrollment Locations

- ★ Ardmore High School - 701 Veterans Blvd [Academic Building]
- ★ Ardmore Middle School - 511 Veterans Blvd
- ★ Will Rogers Elementary - 1441 N Washington
- ★ Elementary Grades 1-5 for Charles Evans, Jefferson & Lincoln [See Below], AHS Cafeteria, 701 Veterans Blvd

If you miss enrollment on those two days, you will need to watch for information on our website or contact your school to see when your next opportunity to enroll will be.

Grades 1-5 Enrollment Location Change

This year, students enrolling in one of our grade 1-5 elementary schools will enroll together at the Ardmore High School Cafeteria on the dates and times shown above. AHS is located at 701 Veterans Blvd and the cafeteria is located on the north side of the campus.

First time enrolling in PK, K or Grade 1?

These grade levels require that students be a certain age in order to enroll. Birth Certificates, if available, must be provided for PK, Kindergarten and 1st grade students who are first-time enrollees. A birth certificate is the preferable option for this, however, other items can be accepted when a birth certificate is not available. The state of Oklahoma allows schools to also accept an attending physician's certificate, permanent school record, family bible or parent statement.

What are the mandatory school ages for PK, K & 1?

- ★ Pre-Kindergarten: Must be 4 years of age by September 1
- ★ Kindergarten: Must be 5 years of age by September 1
- ★ First Grade: Must be 6 years of age by September 1

Enrollment Forms

Want to get a head start completing all that paperwork the school needs each year? Just go to our website [www.ardmoreschools.org/forparents/enrollmentinformation.] There you will find an option for returning students, students new to the school district from a different school district and PK/K. Just select whichever options fits your situation. You can either print them off, complete them by hand or complete them online and then print them off. Please do not print your documents two-sided as each form has a home in various offices.

Proof of Residency

Everyone must verify that they live in the Ardmore City Schools attendance area in order to enroll. As a reminder, you may have an “Ardmore” address, but it may not be within the Ardmore Schools attendance area.

The following original documentation for verification of residency indicating your “service” address will be accepted: The documentation MUST list your service address in order to be used. If any of the below options do not indicate your service address, it cannot be used.

- ★ Gas Bill
- ★ Water Bill
- ★ Electric Bill
- ★ Propane Bill
- ★ Direct TV/Dish Bill
- ★ Internet/Cable Bill
- ★ On-Line Utility Payment Printout
- ★ Home Phone Bill (no cell)
- ★ Lease/Renter Agreement
- ★ Homestead Exemption Form
- ★ Mortgage Statement

NOTE: All billing notices must be current. No service bills older than 30 days will be accepted and no “cut off” notices will be accepted.

What if I can't show proof of residency?

This is an issue many families face each year and we try to accommodate when we can. The first form you will fill out for enrollment is the **Student Services Enrollment Questionnaire**. This form assists us in determining which families are displaced and have no official residence of their own due to circumstances beyond their control. These families are not required to provide proof of residence if the McKinney Vento staff verify that they qualify for the program. For those families who do not fall in the McKinney Vento category and have no bills in their name, then it gets a little more difficult. If this is your situation, you are encouraged to visit with a school administrator at enrollment. The school administrator will visit you about your situation and determine if we can assist you and what would be required in order to enroll.

I am new to Ardmore and my children attended school in another district, town or state.

First off, welcome to Ardmore. We are excited to have your children enrolling with us. As part of your enrollment packet there will be a form for you to complete letting us know your last school in order for Ardmore to request official school records. Be sure to have the name, address and phone number of your former school ready to go.

My child is Native American.

Ardmore City Schools has an outstanding Indian Education Program. The Title VI/JOM/Impact Aid form in your enrollment packet will be very important for you. Be sure to look at the requirements and bring all documentation required to enrollment. Be sure to stop by the Indian Education area at enrollment.

Immunizations - are you up to date?

Visit our website [www.ardmoreschools.org/forparents/studenthealth&safety]. There you will find a link to the state requirements.

School Supplies

General school supplies are only for students in grades PK - 5. Once a student enters middle and high school, school supply needs are driven by what classes the students are taking. The teachers of those classes will provide parents with specifics for their classes.

New this year for PK - 5, we are providing the Schoolkids School Supply Kit program. This is an easy way for parents to purchase everything required, saves time and saves money. You can purchase your school supply kits at enrollment and the kit will be delivered straight to your child at their school. Check out the price list and information on our website [www.ardmoreschools.org/forparents/enrollmentinformation]

I have moved and my new residence is outside of the Ardmore Schools attendance area.

If you no longer reside in our school district and are wanting to stay in Ardmore Schools, you will need to apply for and be approved for an Emergency Transfer. Forms are available at the Administration Center, 611 Veterans Blvd. Office Hours are Monday - Thursday from 8 a.m. to 4 p.m. through July 19. On July 23 office hours are Monday - Friday from 8 a.m. to 4 p.m. Please note if you do not have an approved transfer on file prior to enrollment, you will not be able to enroll on August 1 and 2. Please try and take care of this prior to enrollment. The process can take up to a week. A student's attendance and discipline record is reviewed. A student must be in good standing to return.

Do you need after school care through our HUGS Program

Be sure to stop by the HUGS table at enrollment to learn more.

My child has been homeschooled or has been attending a non-accredited school

Any student enrolling in a public school in the state of Oklahoma who has been home-schooled or attending a non-accredited school will have to be tested for grade placement. When you enroll, let school administration know this and they will make a note to schedule a time and place for testing.