



Press Release #26/2018-19
FOR IMMEDIATE RELEASE: Feb. 1, 2019
Contact: Abe Mashhour, Director of Student Services
(313) 827-3094 mashhoa@dearbornschools.org
David Mustonen, Communications Director
(313) 827-3006 MustonD@dearbornschools.org

www.DearbornSchools.org

Students First-
Inspire, Educate, Celebrate



Enrollment for Dearborn Schools now starts online

Parents wishing to enroll their students in Dearborn Public Schools can now start that process online at <https://dearbornschools.org/enroll>.

Through the online portal, parents will be able to enter most of the information the district needs such as child's name, birthday, address, parents, emergency contacts and more. The new system will also cut down on the need for separate forms to print and sign.

Even after starting their child's enrollment online, parents will still need to schedule a time to visit the Administrative Services Center, 18700 Audette St., Dearborn, to provide verification documents for staff to review. At that visit, parents should bring their child's birth certificate, physical form and immunization record, and address verification paperwork such as power bills. A full list of required documents is available on the website, and parents or guardians should consult that list well before their appointment.

Only after all the forms are successfully submitted will the child be enrolled in school.

To enroll in the district, children must reside in the Dearborn Public Schools District. The district covers all of Dearborn and a small section of northern Dearborn Heights.

"The main advantage to the new system is that it speeds up enrollment. Parents were already filling out most of this information on paper forms. Now they can type in the information in the convenience of their own homes and come to their appointment with just the documents we need to complete the registration. It should save time for the parents and our staff," said Director of Student Services Abe Mashhour.

Last summer, Dearborn Public Schools moved all kindergarten through eighth grade registration away from the schools and to the ASC building to streamline registration and ease the strain on building secretaries. Schools had, and still have, paper enrollment packets for families to pick up, complete and bring with them to the administrative building, if they do not want to start enrollment online.

Parents attending kindergarten roundups later this spring will be encouraged to start enrollment for their future student online before visiting the school office to complete the process. Different buildings may want to gather or share site-specific information with parents.

Similarly, high school students should visit their future high school to register. Then counselors can work with students to review their transcripts and set a class schedule.

"We hope our parents find this new enrollment tool useful. We can't eliminate the need for parents to come to a building and submit official paperwork, but this should make the visit much quicker so they can get on with their day," Mashhour said.

###