



Welcome to Benzie Central High School! We are happy you chose our school.

For enrolling a new student, the following process needs to be followed.

Step 1

Pick up an Enrollment Packet in the high school office or online on our high school website ([www.benzieschools.net](http://www.benzieschools.net)).

Fill out all forms completely. Questions? Please ask. We will do our best to help.

Return completed forms along with the following items:

Student's information:

Birth certificate

Immunization record

Withdrawal grades and/or transcript from previous school, if available

IEP/504 Plan, if special education

Parent's/Guardian's information:

Driver's license

2 items to verify residency

Guardianship papers if applicable

Step 2

Previous school will be faxed requesting the following information.

Transcript

Withdrawal grades

Attendance

Discipline

IEP/504 Plan, if special education

Once this information is available, the counselor will set up a class schedule for your student. The counselor may need to make an appointment to meet with you and your student.

Please allow for the enrollment process to take up to 3 school days. We want to make the best fit for your student and this may take time.

We are glad you are here. Welcome to our Huskie Family!