1. **Log on to our website at** [www.wlcsd.org](http://www.wlcsd.org)

   If you do not have computer access, computers are available for pre-enrollment at our Student Services Enrollment Office, see address below.

2. **Under PARENTS, click on “ENROLLMENT”**

   Scroll to the middle of the screen and review the “Criteria for Enrollment” document carefully. This document lists what is **required** to enroll your child in the Walled Lake Consolidated School District.

3. **Click on the Enrollment Process to begin.**

   You will be asked to create a user name and password. (It is NOT your Family Access ID)

   **Complete all applicable screens.**

   The last screen will allow you to schedule your enrollment appointment at the **Walled Lake Schools Educational Services Center.**

4. **SCHEDULE AN ENROLLMENT APPOINTMENT**

   We will begin scheduling enrollment appointments for the 19-20 school year on March 13, 2019.

   **Appointments are highly recommended**, walk-ins will be seen only if time permits.

   **Note:** Your child’s enrollment cannot be processed if you do not bring all the **required** paperwork to your appointment.

   **If you have any questions regarding residency, please call our office at 248 956-2086.**

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**Exception:** According to Michigan Law, a child may be enrolled in kindergarten if he/she is not five years of age on September 2, 2019 but will be five years of age not later than December 1, 2019 and parent or legal guardian notifies the school district in writing (kindergarten waiver form) that he or she intends to enroll the child in kindergarten.

Waiver form is available on our website @ www.wlcsd.org  PARENTS—Kindergarten