

# LAGUNA



Thank you for your interest in Laguna Elementary School for the 2023-2024 school year!

If you are interested in enrolling your child in the PreK program, please visit the **SUSD Community Education Website** for enrollment information by going to [www.susd.org](http://www.susd.org), click on **Departments**, click on **Community Education**, click on **Early Learning-Preschool and Pre-K Programs**.

Please follow the enrollment steps for Kindergarten – 5 th grade below. (Your child must turn 5 by Sept. 1, 2023 to enroll in Kindergarten.)

## Step 1: Do you need to apply for Open Enrollment?

- If your address resides **outside** our attendance boundaries, please apply for open enrollment by going to [www.susd.org](http://www.susd.org), click on **Enrollment**, click on [Open Enrollment](#), click **Apply Now**. Once in the application, please make sure the year 2023-2024 is selected.
- If you reside **within** our boundaries/we are your homeschool, please **proceed to Step 2**.
- If you are not sure if you reside within our attendance boundaries, please use the [school locator](#) link on the **Enrollment Page** to find your homeschool.

**If you need to apply for open enrollment, please note that you will have to wait for acceptance (via email) prior to proceeding with the next steps. If accepted, parents will have 10 days to complete Steps 2 & 3**

## Step 2: Regular Online Registration (please check the SUSD website for date when this opens for the 23-24 school year)

If your address resides within Laguna's attendance boundaries, please go to [www.susd.org](http://www.susd.org), click on [Enrollment](#) and complete the online registration paperwork.

- a. Please login using your ParentVue account login and password.
- b. If you **do not** have a ParentVue account, please click the "**More Options**" tab and then **Create a New Account**
- c. Please be sure to select the 2023-2024 New/Transferring/Re-Enrolling Student Enrollment
- d. In the Document section of the online enrollment, upload your supporting documentation.

The supporting documents needed are:

- o **A certified copy of the pupil's birth certificate**
- o **Immunization records**
- o **Current Proof of Residency** (Valid Arizona driver's license, Valid Arizona motor vehicle registration, Mortgage deed, payroll stub, Bank or credit card statement, Rental agreement, or lease (signed copy), Utility bill (water, electric, gas, cable, phone)
- o **Parent Photo ID**
- o **Guardianship/Custody documentation** (if applicable)

## Step 3: Review and Submit

Please be sure to check after completing each section of your child's online registration and submitting it, there should be green checkmarks next to all the sections listed including Review/Submit.

## Step 4: Confirmation

To check the status of your enrollment, please log back into ParentVue and under the Online Registration tab it will show "Accepted" with a green checkmark if your child's enrollment has been processed.

**We look forward to having you join the Laguna family!**

**LAGUNA ELEMENTARY SCHOOL**

10475 E. Lakeview Drive | Scottsdale, Arizona 85258 | (480) 484-2400

[susd.org/laguna](http://susd.org/laguna)