



WEST U REGISTRATION PROCESS & PONY PACK 2021-2022 **REGISTRATION CHECKLIST**

Registration is for new K – 5th grade students currently living in the West University Elementary school zone. Do not apply if you do not currently live in the West U Elementary as no transfers are accepted. All 3 steps below must be completed and verified before we will be able to place your student in a class.

- ❑ **Step 1:** Verify that your home address is within the West University Elementary School zone: https://www.houstonisd.org/_findaschool
- ❑ **Step 2:** Once you have verified that West University is your zoned school, you must register with HISD online. Make sure you select the 2021-2022 Academic Year: <http://houstonisd.org/enroll>



- ❑ **Step 3:** Submit required documents from the Pony Pack (attached) after completing the online registration (*Step 2* above). The Pony Pack can also be found on our website: <http://wues.org/enroll>. Please print **single-sided** only the required documents and submit them in a large envelope or pocketed folder. There will be a dropbox inside the main entrance of West U. School hours are 7:20 AM – 3:30 PM. A separate packet must be completed for each student. Please submit the following documents:

REQUIRED DOCUMENTS FOR ENROLLMENT:

1. New Student Contact Form
2. New Student Background Information Form
3. Health Information Form
4. Kindergarten Input Form (if applicable)
5. Falsification of Registration Penalty Acknowledgement

REQUIRED DOCUMENTS IF APPLICABLE:

1. Immunization record if not previously submitted online
2. A Gifted and Talented identification matrix from an HISD School is needed to qualify for placement in the Gifted and Talented program.
3. A previous school's report card for students enrolling in 1st through 5th grade and withdrawal form (if enrolling after start of school) are required for class placement.
4. Certified copy of divorce decree
5. Any outside testing or records needed for educational services



WEST U GENERAL STUDENT REGISTRATION INFORMATION 2021-2022

Please see the "West U Registration Process & Pony Pack 2021-2022 - REGISTRATION CHECKLIST" for further instructions.

Your student's enrollment is not complete until the Pony Pack has been submitted. There will be a dropbox inside the main entrance of West U. School hours are 7:20 AM - 3:30 PM. Immunization records **must** be completed and up-to-date *no later than 30 days after the start of school*.

If your contact information (phone, address, email, etc.) changes during the school year, please email registrar@wues.org.

GIFTED AND TALENTED TESTING

If you have already tested and qualified for the Vanguard, Magnet, or GT program at another HISD school, please submit to us your GT matrix from that HISD school for placement in the program. It is the parents' responsibility to provide this documentation to us. There will be a dropbox inside the main entrance of West U. School hours are 7:20 AM – 3:30 PM. Please submit all documentation in a large envelope or pocketed folder.

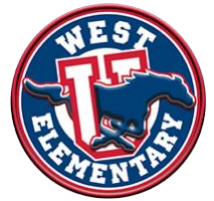
For information regarding the program contact Ms. Stephanie Lugo slugoval@houstonisd.org, our GT coordinator.

AGE REQUIREMENT

Under Texas State Law, a child must be 5 years old on or before September 1, to enroll in Kindergarten in a Texas Public School. There are no exceptions to this law.

WEST U ZONED AREA

West University and Southside Place are single family residences with enforced zoning ordinances. The boundaries are Kirby Drive on the East, Bellaire/Holcombe Blvd. on the South, the railroad tracks on the West, and Westpark jogging at Edloe St. to Southwest Freeway on the North. All lease agreements, home ownership documents, etc. will be verified and any falsification of information will result in the child's immediate withdrawal from our school. **PLEASE NOTE THAT FALSIFICATION OF ENROLLMENT DOCUMENTS IS A MISDEMEANOR UNDER THE TEXAS PENAL CODE §37.10.** The map may be found here: https://www.houstonisd.org/cms/lib2/TX01001591/Centricity/Domain/32468/boundarymaps/West_University_ES.pdf



CHILD CUSTODY, VISITATION, PARENTAL RIGHTS, PRIVILEGES, DUTIES, AND POWERS

When a new student enrolls in an HISD school, principals are required by policy to ensure that the person enrolling the child is authorized to do so. In the case of divorced, separated, involved in divorce proceedings, or never married parents, we are also required by policy to request a certified copy of (a) the Divorce Decree, if the parents are divorced; or, (b) the Temporary Orders, if the parents are currently involved in a divorce proceeding, or post-divorce proceedings. A certified copy will have the judge's signature, the date he/she signed it, and the court stamp on it. We will call the court clerk to verify that the copy the parent provides to us is the most recent order and is valid.

Under Texas law, the order stipulates which parent determines the primary residence of the child. In these cases, even when both parents are Joint Managing Conservators, we must have a copy of the decree to determine the residency of the child. A joint managing conservatorship order should designate the conservator who has the exclusive right to determine the primary residence of the child. The conservator who determines residency must reside within our school attendance zone.

Another important issue in situations where the child's parents are divorced deals with possession orders, visitation, etc. In these cases, we will refer to the divorce decree and possession order signed by the judge. It is imperative that we have this information which, like all student information, we keep with the highest level of confidentiality.

AFTER SCHOOL CARE

These After-School Care providers pick up students at West U after school. You may check with them for availability:

- [iKids Inc.](#) (713) 665-5200 (located on campus)
- [St. Luke's Methodist Church](#) (713) 402-5075
- [West U Methodist](#) (713) 664-8111
- [Southampton Montessori School](#) (713) 526-7942
- [Weekley Family YMCA](#) (713) 664-9622
- [Dragon Academy](#) (713) 305-9920
- [Holloway Preschool & Day Care](#) (713) 665-7420
- [Old School](#) (713) 510-3164
- [Primrose School of Upper Kirby](#) (713) 522-6700



MOVING TO TEXAS

A valid driver license from another state or country will be accepted for new residents until you secure a Texas driver license. An individual can legally drive with a valid, unexpired driver license from another state or country for up to 90 days after moving to Texas.

IMMUNIZATION REQUIREMENTS (administered to children at age 4.)

Under Texas law, these immunizations must be current for all children to be enrolled:

Two polio + booster after the age of 4

Three DPT + booster after the age of 4

Two MMR - two doses after the age of one

Hepatitis B – three doses

Varicella - two doses after the age of 1 year or history of illness in writing

Hepatitis A - two doses after the age of 1 year

SCHOOL HOURS

7:30 am 1st Bell

7:40 am Tardy Bell

3:00 pm Dismissal

Please contact registrar@wues.org with any registration/enrollment questions.

WEST UNIVERSITY ELEMENTARY SCHOOL

Scott C. Disch, *Principal*



Dear Prospective Parents/Guardians,

Welcome to West University Elementary! We are excited for your child to be a Mustang and look forward to working with you to ensure your child receives a comprehensive education. Class placements is one of the most important tasks we undertake at West U Elementary and we believe that your involvement is an important step in this process. Our goal is to consider individual needs of students, give each child equal consideration in class placement, and create balanced classes.

Please take your time completing the forms in the Pony Pack so we can best place your child. Class placement is completed over the summer and class rosters will be shared in August of this year.

Kindergarten Orientation will take place before the first day of school. The specific date and time will be shared on our marquee, website, and social media outlets once the date has been set. To stay informed, please sign up for the WUES newsletter: <http://wues.org/subscribe>

Again, thank you for choosing West University Elementary and we look forward to an amazing school year!

All the best,

Principal Disch



NEW STUDENT CONTACT FORM 2021-2022

2021-22
Grade Level

HISD ID# (if has one):

Student Legal Last Name		Student Legal First Name		Middle Name		Student Nickname	
Date of Birth		Gender <input type="checkbox"/> Male <input type="checkbox"/> Female		Student lives with: <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Both <input type="checkbox"/> Other:		Home Phone	
Will this student have a sibling(s) in the same grade? <input type="checkbox"/> Yes <input type="checkbox"/> No Sibling name(s) in same grade:							
If "Yes" would you prefer them to be placed in the same class? <input type="checkbox"/> Yes <input type="checkbox"/> No							
What language is used in the home most of the time?		<input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Other:		What language does the child use most of the time?		<input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Other:	
Student Address	Street Number	Street Name	Apartment	City	State	Zip	County
Contact #1 Name (Last, First)			Street Number	Street Name	Apartment	City	State Zip
Relationship to Student		Home Phone			Cell Phone		
Preferred. <input type="checkbox"/> English. <input type="checkbox"/> Vietnamese Language. <input type="checkbox"/> Spanish <input type="checkbox"/> Other:		Translator Needed? <input type="checkbox"/> Yes <input type="checkbox"/> No		Email Address			
Contact #2 Name (Last, First)			Street Number	Street Name	Apartment	City	State Zip
Relationship to Student		Home Phone			Cell Phone		
Preferred. <input type="checkbox"/> English <input type="checkbox"/> Vietnamese Language. <input type="checkbox"/> Spanish <input type="checkbox"/> Other:		Translator Needed? <input type="checkbox"/> Yes <input type="checkbox"/> No		Email Address			
Contact #3 Name (Last, First)			Street Number	Street Name	Apartment	City	State Zip
Relationship to Student		Home Phone			Cell Phone		
Preferred. <input type="checkbox"/> English <input type="checkbox"/> Vietnamese Language. <input type="checkbox"/> Spanish <input type="checkbox"/> Other:		Translator Needed? <input type="checkbox"/> Yes <input type="checkbox"/> No		Email Address			

List the names of all siblings under 18 years of age (if additional room is needed, write on reverse side)

Last, First, Middle Names	Grade	Gender	Birthdate	Address of this Child

Parent/Legal Guardian filling out this form (printed)

Relationship to student

Signature of Parent/Legal Guardian filling out this form

Date



NEW STUDENT BACKGROUND INFORMATION FORM 2021-2022

Student Legal Name: _____ HISD ID# _____ 2021-22 Grade: _____
(Last, First)

Has student ever attended an HISD school? ☐ Yes ☐ No

List previous 2 schools attended starting with the most current school/daycare attended.

1st-5th grade students cannot be placed in homeroom without submission of final/last report card.

Name of School	Grade	City & State	Promoted?	
			YES	NO

Before enrollment, was your child:

YES NO

In a Gifted & Talented, Magnet, or Vanguard Program? If so, was the GT test administered by an HISD school? <input type="checkbox"/> Yes <input type="checkbox"/> No If you marked "Yes" above, where was the test taken? _____ Date tested: _____ Please attach the GT Matrix to this form. If your child was tested privately or at a non-HISD school, please attach test/report results to better aid us in class placement.		
In an ESL/ELL/EL/LEP Program?		
Tested for a learning disability?		
In a Special Education program?		
On a 504 service plan?		
In speech therapy?		
Receiving psychological services?		
Diagnosed with dyslexia?		
Diagnosed with ADHD or displaying similar behavior?		
Receiving any other special program or services (OT, PT, play therapy, etc.)?		

Additional information that would be helpful for us to know:

Parent/Legal Guardian filling out this form (printed)

Relationship to student

Signature of Parent/Legal Guardian filling out this form

Date

HEALTH INFORMATION FORM

3756 University Blvd., Houston, TX 77005

WEST UNIVERSITY ELEMENTARY SCHOOL

Scott C. Disch, Principal

Office Use Only	
G	
F	
O	
E	
S	

KINDERGARTEN INPUT FORM 2021-2022

Student Legal Name: _____ Nickname: _____
(Last, First)

Last School/Daycare Attended: _____ DOB: _____ Gender: ☐ M ☐ F

Does/Can your student:

YES SOME NO

Know the alphabet (ABCs)?			
Know letter sounds?			
Sound out basic words from printed text?			
Read a book? If so, please list an example: _____ _____ _____			
Count to 20?			
Do simple addition (i.e., 2+1, 3+2, 1+1, etc.)?			
Do simple subtraction (i.e., 4-1, 5-3, 2-1, etc.)?			

If you would like to include additional information that you feel would be important for us to know, you may include it here or attach a separate piece of paper to this form:

Parent/Legal Guardian filling out this form (printed)

Relationship to student

Signature of Parent/Legal Guardian filling out this form

Date



FALSIFICATION OF REGISTRATION PENALTY ACKNOWLEDGEMENT

*PLEASE READ AND SIGN THIS FORM
BEFORE SUBMITTING COMPLETED REGISTRATION FORMS*

§37.10. TAMPERING WITH GOVERNMENTAL RECORD.

(Current with legislation passed in the 2019 Regular Session)

Presenting a false document or record is an offense under this provision of the law. Violation may result in prosecution. Any person adjudged guilty shall be punished by fine or confinement or both. The Texas Penal Code §37.10(3), dealing with the falsification of government records states, "An offense under this section is a Class C misdemeanor if it is shown on the trial of the offense that the governmental record is a governmental record that is required for enrollment of a student in a school district and was used by the actor to establish the residency of the student."

TEXAS EDUCATION CODE SUBTITLE E. STUDENTS AND PARENTS; CHAPTER 25. ADMISSION, TRANSFER, AND ATTENDANCE; SEC. 25.001(h). ADMISSION:

In addition to the penalty provided by Section [37.10 \(Tampering With Governmental Record\)](#), Penal Code, a person who knowingly falsifies information on a form required for enrollment of a student in a school district is liable to the district if the student is not eligible for enrollment in the district but is enrolled on the basis of the false information. The person is liable, for the period during which the ineligible student is enrolled, for the greater of:

- (1)** the maximum tuition fee the district may charge under Section 25.038; or
- (2)** the amount the district has budgeted for each student as maintenance and operating expenses.

WE WILL FILE CHARGES AGAINST ANYONE WHO FALSIFIES ENROLLMENT RECORDS. ADDITIONALLY, FALSE CLAIMS OF RESIDENCY WITHIN OUR SCHOOL ATTENDANCE ZONE (OR WITHIN HISD FOR APPROVED TRANSFER STUDENTS) WILL RESULT IN THE IMMEDIATE WITHDRAWAL OF YOUR CHILD FROM OUR SCHOOL.

REGISTRATION IS SUBJECT TO VERIFICATION OF RESIDENCE

Student's Legal Name: _____

Grade Level (2021-2022): _____

Parent/Legal Guardian Printed Name: _____

Parent Legal Guardian Signature: _____ Date: _____

Preparing Your Child for Kindergarten

Phonemic Awareness

- Letter recognition
- Letter/sound correspondence
- Rhyming
- BOB Books are great! (sight words & word families)
- Syllables (counting "word parts")
- Blending sounds (d/o/g = dog)
- Reading comprehension & story elements
- Sight words

Writing

- Pencil grip
- Convention of print (left to right & top to bottom)
- Write name with correct upper and lower case letters

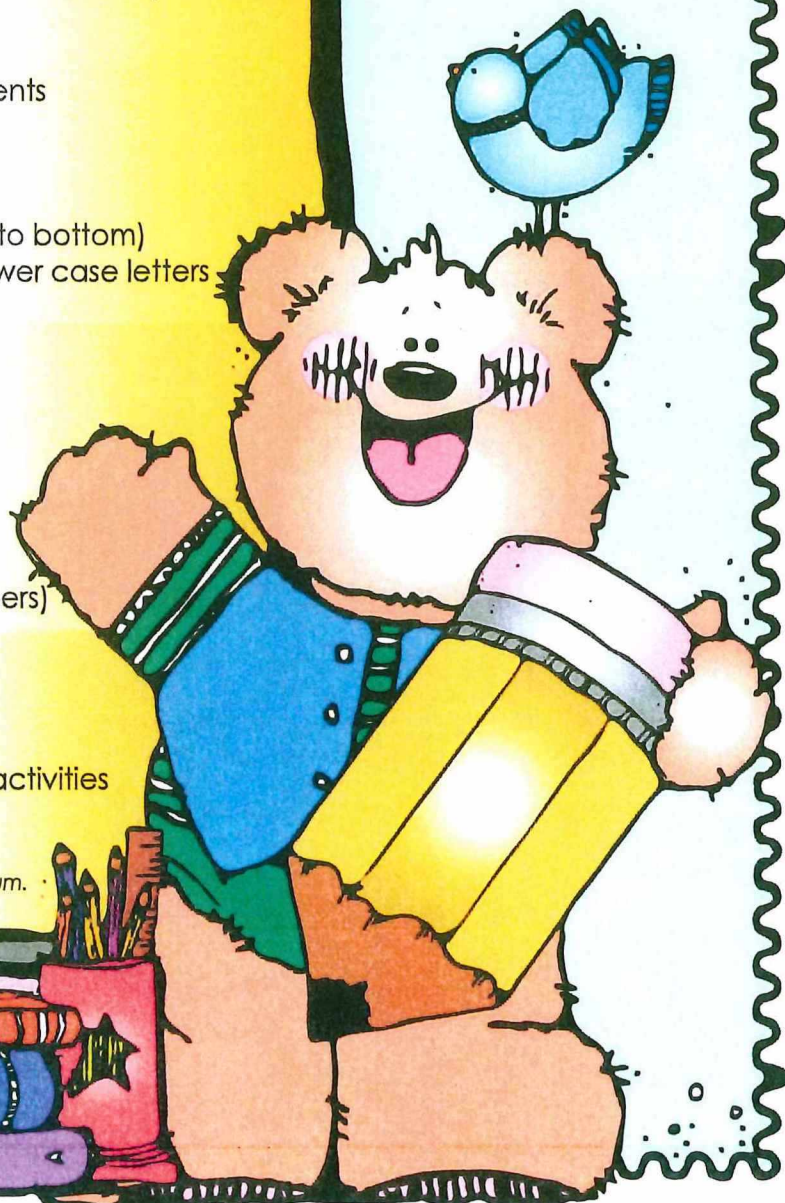
Math

- Number recognition 0-9
- Count 1-30
- Patterns
- Sorting
- Verbal word problems (add/sub to 5)
- 2D shapes

Independence

- Self-help skills (bathroom, buttons, zippers)
- Following oral directions
- Managing classroom materials
- Verbal expression
- Hands to self
- Hand-eye coordination & kinesthetic activities

*These skills were adapted from the HISD Pre-K curriculum.



Communications and PTO Calendar



Mustang News is the MAIN source for all your school communications including messages from the principal, PTO and school/community.

[SIGN UP TODAY ON THE PTO website!](#)

<https://www.westupto.org>

* Be sure to click [Kindergarten Fall 2021](#) & Mustang News email lists when you sign up

[Subscribe to the PTO calendar](#) and it will automatically update events on your computer or phone

Be sure to follow the school and PTO on your other favorite social media platforms!



Facebook:
[@westupto](#)



Instagram:
[Westu_pto](#)



Twitter:
[@westupto](#)

WUES PTO and Foundation



**JOIN THE PTO IN
SEPTEMBER!**

PTO

West University Elementary School Parent Teacher Organization (PTO) is a group that joins parents and teachers together to address the learning needs of our children and to improve the quality of their education.

Mission: Promote an environment at school where teachers and administrators can do their best work and students can do their best learning.

Accomplishments:

- ✓ Curriculum and online subscriptions
- ✓ Fence Improvements
- ✓ Filtered and Touchless Water Foundations
- ✓ iPads for the Classrooms
- ✓ Laptops and classroom set up funds for teachers
- ✓ Turf for our grounds
- ✓ PPE and safety items requested by the school
- ✓ Additional technology items requested by the school
- ☐ 3rd-5th Grade Playground Refresh (SPARK PARK)
- ☐ Loading dock by MPR



<https://www.westupto.org>

FOUNDATION

The purpose of the West University Elementary School Foundation is to raise community awareness of this opportunity and to work hand in hand in improving the school.

Mission: Create a partnership between the school and the community.

Accomplishments:

- ✓ Technology Grants
- ✓ Teacher Grants
- ✓ Library Improvements
- ✓ Playground Improvements
- ✓ Modernize 5th grade campus air conditioners (in progress)

<https://www.wuesfoundation.org>

Mustang Merchandise

15% off all children's clothing items*

(includes t-shirts, jackets, shorts, boys' and girls' leggings, and pajama bottoms)

Coupon Code: KINDER

* * *

25% off all adult sized t-shirts*

Coupon Code: PARENT

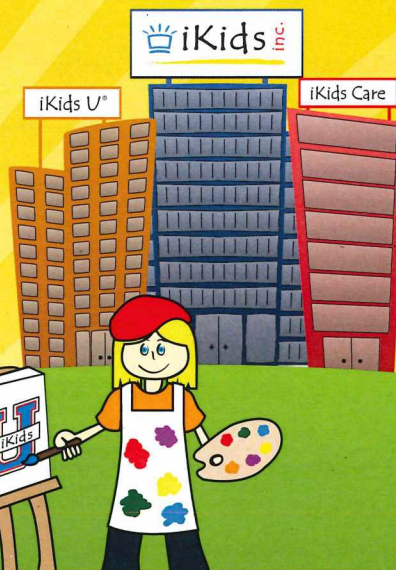
<https://westupto.ecwid.com>

**Discount applies to in stock merchandise. Out of stock sizes will not be restocked.*

For questions contact westugear@westupto.org



Join iKids U® After-School!



Enroll Now
for the 2021-2022
School Year at
WUES
K - 5th Grades

Welcome to West University Elementary's After-School Program, iKids U, an onsite, all-inclusive, and customizable program! Each day after school, students have the opportunity to participate in an "Enrichment" class, "One on One" instruction, or "Stay & Play" with friends. There are part-time and full-time options available from 1 to 5 days per week. WUES has partnered with iKids to provide an exceptional, safe, and convenient after-school program offering a variety of educational, recreational, and creative activities!

PROGRAM SCHEDULE

Please select an activity for each day you are registering. Program dates follow the school calendar.

FALL SEMESTER 2021

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Enrichment <input type="checkbox"/> Art <input type="checkbox"/> Cooking <input type="checkbox"/> Karate <input type="checkbox"/> Stay & Play	Enrichment <input type="checkbox"/> Robotics <input type="checkbox"/> Science <input type="checkbox"/> Spanish <input type="checkbox"/> Stay & Play	Enrichment <input type="checkbox"/> Art <input type="checkbox"/> Chess <input type="checkbox"/> Drama <input type="checkbox"/> Stay & Play	Enrichment <input type="checkbox"/> Cooking <input type="checkbox"/> Science <input type="checkbox"/> Spanish <input type="checkbox"/> Stay & Play	Enrichment <input type="checkbox"/> Brain Games <input type="checkbox"/> Sports <input type="checkbox"/> Stay & Play
One on One <input type="checkbox"/> Guitar <input type="checkbox"/> Piano <input type="checkbox"/> Tutoring	One on One <input type="checkbox"/> Guitar <input type="checkbox"/> Piano <input type="checkbox"/> Tutoring	One on One <input type="checkbox"/> Guitar <input type="checkbox"/> Piano <input type="checkbox"/> Tutoring	One on One <input type="checkbox"/> Guitar <input type="checkbox"/> Piano <input type="checkbox"/> Tutoring	One on One <input type="checkbox"/> Guitar <input type="checkbox"/> Piano <input type="checkbox"/> Tutoring

SPRING SEMESTER 2020

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Enrichment <input type="checkbox"/> Art <input type="checkbox"/> Cooking <input type="checkbox"/> Karate <input type="checkbox"/> Stay & Play	Enrichment <input type="checkbox"/> Robotics <input type="checkbox"/> Science <input type="checkbox"/> Spanish <input type="checkbox"/> Stay & Play	Enrichment <input type="checkbox"/> Art <input type="checkbox"/> Chess <input type="checkbox"/> Sewing <input type="checkbox"/> Stay & Play	Enrichment <input type="checkbox"/> Cooking <input type="checkbox"/> Robotics <input type="checkbox"/> Spanish <input type="checkbox"/> Stay & Play	Enrichment <input type="checkbox"/> Brain Games <input type="checkbox"/> Sports <input type="checkbox"/> Stay & Play
One on One <input type="checkbox"/> Guitar <input type="checkbox"/> Piano <input type="checkbox"/> Tutoring	One on One <input type="checkbox"/> Guitar <input type="checkbox"/> Piano <input type="checkbox"/> Tutoring	One on One <input type="checkbox"/> Guitar <input type="checkbox"/> Piano <input type="checkbox"/> Tutoring	One on One <input type="checkbox"/> Guitar <input type="checkbox"/> Piano <input type="checkbox"/> Tutoring	One on One <input type="checkbox"/> Guitar <input type="checkbox"/> Piano <input type="checkbox"/> Tutoring

Each full-time participation day includes activity of choice, snack, recreation, and homework assistance until 6 PM. There is also a part-time option available to participate in an enrichment activity only until 4 PM. Students may register for 1 to 5 days per week.



Being Active



Playing



Friendship



Outdoor Fun



Teamwork



Learning



Creativity

713-665-5200 • www.ikidsinc.com • info@ikidsinc.com

iKids U® is your one-stop out-of-school shop offering the flexibility you need with the care you can trust! Providing enriching programs essential to your child's development since 2007.

REGISTRATION FORM

Onsite
at West U
Elementary

Child's Name: _____ Grade for School Year 2021-22: _____

Parent's Name: _____

Home Phone: _____ Cell: _____

Email: _____

Home Address: _____

Payment Information (check one):

- ☐ **Check:** Please make payable to iKids.
- ☐ **Auto-Draft:** Please attach a voided check.
- ☐ **Credit/Debit Card:** Please circle Visa / MC / Discover

Name on card: _____

CC Number: _____

CC Expiration Date: _____

Signature: _____




Date: _____

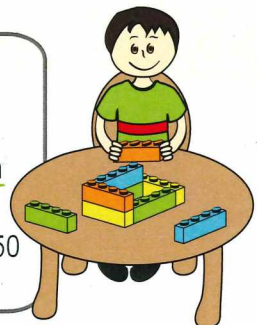
****Complete Program
Schedule for Fall and
Spring Semesters on
the back of this form.**

Any Questions?
Phone: 713-665-5200
Email: info@ikidsinc.com

Circle Shirt Size:
(Add \$15)
XS / S / M / L / XL

Registration Options:

-  Phone: 713-665-5200
-  Online: www.ikidsinc.com
-  Mail to iKids:
3701 W. Alabama Ste. 250
Houston, TX 77027



SEMESTER TUITION (Installment Plan)

	Includes activity of choice (Stay & Play, Enrichment or One on One) plus snack time, recreation, and homework assistance daily until 6 PM.			Includes enrichment activity only until 4 PM.
Days per Week	Stay & Play	Enrichment	One on One	Enrichment Only
1	\$475 (\$95)	\$750 (\$150)	\$1250 (\$250)	\$395 (\$79)
2	\$925 (\$185)	\$1475 (\$295)	\$2450 (\$490)	\$750 (\$150)
3	\$1325 (\$265)	\$1975 (\$395)		\$1050 (\$210)
4	\$1725 (\$345)	\$2475 (\$495)		\$1325 (\$265)
5	\$2025 (\$405)	\$2975 (\$595)		\$1550 (\$310)

How do I calculate my Semester Tuition?

Example: Stay & Play 1 Day/Week (\$475) + Enrichment 2 Days/Week (\$1475) = \$1950/Semester or \$390/Installment

School Year Tuition Payment Options (select one and add \$25 Non-Refundable Registration Fee):

- ☐ **Full Payment:** 5% discount with payment in full for the school year. Calculated by totaling Fall and Spring Semester tuition less 5%. **Check or electronic form of payment accepted.**
- ☐ **Two (Semester) Payments:** Fall Semester tuition (Payment 1) is due upon registration. Spring Semester tuition (Payment 2) is automatically charged on Nov. 1. **This payment option requires an electronic form of payment. Checks received will be converted to ACH electronic auto-draft.**
- ☐ **Installment Plan:** Calculated by totaling Fall and Spring Semester tuition and dividing by 10 payments. First installment payment is charged upon registration. The remaining 9 installments are automatically charged on the first of each month Sept. 1 to May 1. **This payment option requires an electronic form of payment. Checks received will be converted to ACH electronic auto-draft.**

Registration applications begin March 1 and are processed according to receipt following a Priority Registration Schedule of 1) Current iKids Students; 2) New Incoming Siblings of iKids Students; and 3) New Students. Upon iKids acceptance and completion of payment, a confirmation email will be sent along with the Student Information Forms that must be completed before attending the program. There are no refunds upon registration and all withdrawals incur a \$50 administrative fee.