

# MARK TWAIN ELEMENTARY

IB WORLD SCHOOL

Michele Rawson, Principal



## Steps to Enroll for the 2022-2023 School Year

**Step 1:** Verify that your home address is within the Mark Twain school zone by following this link: <https://www.houstonisd.org/findaschool>

**Step 2:** Once you have verified that Mark Twain is your zoned school, you must register with HISD online: <http://houstonisd.org/enroll>

*Be sure you are enrolling for the **2022-2023** school year. (See the "How To" document located on the Mark Twain website for detailed instructions and screen shots of the online registration process.)*

**Step 3:** Complete the Mark Twain Enrollment Packet located on the Mark Twain website under the "About Us" tab. [www.houstonisd.org/twaines](http://www.houstonisd.org/twaines)

### The packet consists of the following forms:

- Falsification Acknowledgement
- Enrollment Information sheet
- How Will Your Child Go Home
- Student Information Survey
- Health Inventory Sheet
- Ethnicity and Race Data Questionnaire
- Home Language Survey
- School Enrollment History

### In addition to these forms, you will need to provide the following items if you did not upload them in the online enrollment site:

- Birth Certificate **(bring original, we will make a copy)**
- Social Security Card **(bring original, we will make a copy)**
- Complete Immunization Records - *(Student's name, birth date and doctor should appear on the records)*
- Proof of Address: *(we cannot accept cell phone or cable bills as proof of address)*
  - Electric, Gas or Water Bill
  - Executed Lease Agreement or HCAD statement
- School Records
  - Report Card
  - Test Records
  - Special Education/504 Records
- Parent or Legal guardian's Driver's License
- Custodial Documentation, If applicable

**Step 4:** Go to <https://www.signupgenius.com/go/4090F49A8AA2C7-kinder> to schedule your registration appointment.