

Enrollment Process for Students Identified as Homeless

Step 1

- Is the student's address a temporary living arrangement?
(Based on the Louisiana Student Residency Questionnaire Form)

Answer: No

- Follow normal registration and enrollment procedures

Answer: Yes

- Complete Confidential Referral Form and return to The Students in Transition Office

Step 2

- Homeless Office personnel conducts eligibility interview and needs assessment
- Instructions to enroll student in either school of origin or attendance zone school are faxed to the school

Step 3

- Student is enrolled
- The student must be enrolled even if required documents are not available (i.e. birth certificate, social security card, transcripts, etc.)
- Transportation is arranged by homeless office or school (if attendance zone)