



ENROLLMENT CHECKLIST

This lists all needed documents and steps you'll need to take to enroll your child at Academy of Innovation. Please let us know if you have any questions.

To Get Started...

- Online Enrollment (<https://secure.gradelink.com/2198/enrollment>)
- Sign Enrollment Packet – complete and submit the required [enrollment packet online](#)
- \$400 application/placement fee (This fee holds your student's spot and is deducted from the total tuition due) by going to www.tinyurl.com/AOIPayments

Documents needed for student's file:

- | | |
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| <input type="checkbox"/> Current Psychological Evaluation | <input type="checkbox"/> Form 3300 (Hearing, Vision, Dental and Nutrition form) – <i>Contact your pediatrician for this form.</i> |
| <input type="checkbox"/> IEP (if available) | <input type="checkbox"/> Certificate of Immunization (Form 3231) |
| <input type="checkbox"/> Any other testing documentation | <input type="checkbox"/> SB10 Award letter for current year |
| <input type="checkbox"/> Birth Certificate | |

Meet with Office Manager to complete these documents before students starts classes

If your child is starting at the beginning of a school year these meetings are in July/August. If your child is starting during the school year, the meeting will be before the student officially starts classes.

The first tuition payment is due at the time of meeting.

- Tuition Agreement
- Enrollment Agreement
- Payment Policy Form (CC Auth. Form)

As you get closer to when you child will start at AOI have you...

- Met with the office manager to set up tuition payment arrangements and/or made your first payment? (nicole@aoiga.com)
- Received a parent handbook?
- Signed up for Remind messages? Few different ways: Text @aoimain to the number 81010, go to <https://www.remind.com/join/aoimain> **or** Scan the QR Code below to get there quickly!
- Liked us on [Facebook](#)? 😊



AOI's Remind
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