

2025 New Student Enrollment Checklist

- ❖ **Infinite Campus Online Registration** - email the [Enrollment Office](#) for the registration link if you have not already submitted registration to accept your offer of enrollment.
 - Birth Certificate - submit to the [Enrollment Office](#) if unable to download during online registration.
 - Immunization Records - submit to the [Health Office](#) if unable to download during online registration. The State of Colorado Immunization law (C.R.S. 25-4-901) requires all students to submit proof of immunizations. Please contact the [Health Office](#) if you have any questions.
 - **Health History Form** - submit to the Health Office if unable to download during online registration.
 - Students that have noted on their registration that they have received student services are required to turn in their most recent supporting documents (Example: IEP, 504, ALP, RTI, ELL, etc.) to the Enrollment Office by June 14, 2024.
 - ✓ Email: Janet.LaLone@TheVanguardSchool.com
 - ✓ Fax 719-634-4180
 - ✓ Drop off at the high school front desk, The Vanguard School, 1605 South Corona Avenue, Building D, Colorado Springs, CO 80905
- ❖ **Enrollment Forms** - download and submit to the [Enrollment Office](#) within the five-day deadline.
- ❖ **Parent ID Badge**: If needed, submit a parent/guardian photo electronically to [Mrs. Gilmore](#). Details for badge pick-up will follow.
- ❖ **Courser Round Up** – Visit the **Courser Roundup** page on the school website in May to get all the information you need to prepare for the upcoming school year. Online event details to be announced.
- ❖ **New Student Orientation** – August event details to be announced.
- ❖ **Confirmation of Intent Survey** - complete the online confirmation survey that will be sent electronically in July.
- ❖ **Student Fee** – fee payment information will follow. Contact the [Business Office](#) for student fee information.

If you have any questions, please contact the [Enrollment Office](#).