



I N S T R U C T I O N S

Families New to District

Begin at the district website: www.delano.k12.mn.us

- ❖ Click on “District”
- ❖ Click on “Online Student Registration” (located in the “School Services” column)

Families with Students Currently Attending the District

- ❖ Login to Family Access
- ❖ Click on “New Student Online Enrollment” tab (located on the upper left side)

All Families

Click the “complete” button at the end of each step to move onto the next. Step 5 – If you do not attach the required copies, click “complete step 5” button to proceed to the last step and then you **must** submit hard copies to the appropriate school office. Complete all the forms listed in the last step. After that step is completed, click the “submit” button.

Please submit the following documents to the appropriate school office:

- Proof of Residency Document
Please submit Proof of Residency Documents from ONE of the categories below:
The document must show the name and address of the parent/guardian or other person having legal custody of the student.

Category 1: Minnesota Driver’s License with CURRENT address.

OR

Category 2: Photo ID **AND** an Address Verification Document from list below:

Photo ID (<i>Select One</i>)
<input type="checkbox"/> State ID with FORMER address
<input type="checkbox"/> Passport
<input type="checkbox"/> Military ID
<input type="checkbox"/> Tribal ID
<input type="checkbox"/> University or College ID

AND

Address Verification (<i>Select One</i>)
<input type="checkbox"/> Utility Bill Dated within 60 days of enrollment
<input type="checkbox"/> Letter from Government Agency Dated within 60 days of enrollment
<input type="checkbox"/> Lease Agreement Must be signed by lessee and lessor and show the lease period start and end date
<input type="checkbox"/> Purchase Agreement Must be signed and show the purchase date and dated within 60 days of enrollment

- Birth Certificate** (Hospital certificates are not considered legal documents)
- Immunizations**
- Special Education Records** (if applicable)
- Court Documents Related to Guardianship/Custody Limitations** (if applicable)

D O C U M E N T S

Free and Reduced Meal Applications can be accessed on each school’s website by clicking on “Food Service” found in the School Services column. If you do not have computer access, please contact the appropriate school office at 763.972.3365.