



A Tradition of Excellence – A Vision for Tomorrow

2024-2025 Lee County Schools Enrollment Information

This letter is to inform all Lee County Schools families that the 2024-2025 enrollment portals are now open. Completion of the enrollment process is required of all students in Lee County Schools each academic year. Per our Board Policy (6.1.5) and the Alabama Attendance Manual (AAM), the following enrollment procedures must be followed each year, regardless of the amount of time the student has been a member of Lee County Schools:

a. Two (2) proofs of residency: On page 15 of the Alabama Attendance Manual (AAM), at least two residency documents must be provided yearly. One item must be either mortgage or current rental/lease agreement paperwork. The second item must be a fixed utility bill (water, power, gas) (cell phone bills are not acceptable). Additional acceptable items can be found on page 15 of the AAM. Copies of all paperwork must be uploaded to the enrollment portal.

b. Immunization certificate: Ala. Code §16-30-3 and -4(1975) states that all students shall have an updated immunization card upon enrollment each year. A copy of the card can be uploaded to the enrollment portal. The official immunization certificate, or religious exemption paperwork, must be on file at the school. During the back-to-school meeting, the certificate must be provided to the school in order to complete the enrollment process.

c. Other: The Superintendent may accept alternate forms of evidence as necessary and appropriate to accommodate children covered under the McKinney-Vento Homeless Assistance Act (foster care, migrant, immigrant, limited English proficient, homeless).

Any family requiring a residency affidavit will contact Ms. Natasha Foster at foster.natasha@lee.k12.al.us. Residency affidavit meetings will be held at each school site during the summer months. Those meeting times and locations will be announced soon.

Students who have not completed the enrollment process prior to the first day of the 2024-2025 academic school year may be withdrawn from Lee County Schools. Please contact your school if you need assistance with enrollment requirements or documentation. More information can be found at www.lee.k12.al.us/Page/5207.

Sincerely,
Dr. Mike Howard