

12/02/2016

Dear Parents/Guardians,

Our re-enrollment period will start Thursday, December 1, 2016 and end on Friday, January 13, 2017. You have 2 options on how to submit your Application for Re-enrollment.

Option #1: Online Submission

The online link for the Application for Re-enrollment will be active on Thursday, December 1st. Go to our school's website www.hsigarland.org and log into your student's school database account using the **parent's login information**. You will have the option to upload your proof of residency online or submit it to the school's registrar. You will receive a confirmation email that your application for re-enrollment has been received if a valid email address was provided. If you do not intent on re-enrolling your child to campus for the 2017-2018 school year, please fill out the section and submit the form.

Option #2: In-Person Submission

Enclosed you will find a 2017-2018 an Application for Re-enrollment. Please complete the form and submit it to your school's registrar with your current proof of residency. You will receive a confirmation receipt from the registrar that the school has received your application for re-enrollment. If you do not intent on re-enrolling your child at **(Harmony School of Innovation Garland)** for the 2017-2018 school year, please fill out the bottom portion of the form and submit it to the school's registrar.

Proof of Residency:

A proof of residency can be a utility bill, cell phone bill, lease agreement, etc. (a complete list of proof of residency can be found in the Parent/Student Handbook on page 11). Please note that your proof of residency must have a physical residential address on it, no P.O. Boxes will be accepted.

Important Notice: If we do not receive your application for re-enrollment by **Friday, January 13th**, your child will lose his or her spot at the school. All applications for re-enrollment received after Friday, January 13th will not be accepted. Late applicants for re-enrollment will need to reapply and go through the regular enrollment application process and lottery.

Thank you for your continuous support for Harmony Public Schools. If you have any questions or concerns, please call us at **(469-814-0059)**.

Sincerely,

Principal Muhammed Gecit