



Palm Tree Academy

An Islamic Educational Institute

143 Paragon Lane, El Paso, TX 79912

(915) 581-7729 Ext. 12

www.ptacademy.org

ENROLLMENT CHECKLIST

The following items for new students must be submitted prior to admission to school. Returning students only need to submit the items indicated.

1. Completed Registration Form _____
2. Completed Emergency Medical Form _____
3. Student Health History _____
4. Completed Authorization Form _____
5. Completed Payment Contract _____
6. Child's Birth Certificate _____
7. Home Language Survey & Income Determination Packet _____
8. Ethnicity/Race Questionnaire _____
9. Child's Social Security card (preferred) _____
10. Child's Current Immunization Record _____
11. Child's Previous Report Card/Records _____

(if child is transferring from another school)

12. Photo Identification of Parent Enrolling Child _____
13. Enrollment Fees: Registration _____

Book/Supply Fee _____

Activity & Supply Fee: _____

Tuition Payment _____