



School District of Menomonee Falls

MENOMONEE FALLS, WISCONSIN 53051

Requirements to Enroll in SDMF

Administrative Offices
W156 N8480 Pilgrim Road
(262) 255-8440 FAX (262) 255-8461

Requirements to Enroll in SDMF

- Submit the completed five page **Enrollment Form**
- Bring along a copy of the student's **Birth Certificate** and **Proof of Residency** as it applies from the list below.

Proof of Residency Requirements

Resident must provide: (current means documents are dated within the last 30 Days)

- Resident** (Home owner or lease holder)

- Home Owner** – One from each group of the following documents are required:

Group 1:

- Current WI driver's license/State ID with current MF's address on the driver's license/State ID
- Signed current closing papers in your name with the MF's address listed

Group 2:

- Current WE Energy statement in your name with current MF's address
- Current Water Bill in your name with the current MF's address

- Lease Holder** – All of the following documents are required:

- Submit the required items within 30 days **prior** to your child's first day of school
- Complete Lease Holder Verification Information form. **Form LV-1**
 - Signed current MF's lease with parent/guardian and student name(s) on the agreement
 - If enrolling for the Fall, agreement must be valid through Oct. of said school year.
 - Submit a cancelled check showing payment of rent for the current period
- Current WE Energy statement in your name with current MF's address
- Current WI driver's license/State ID with current MF's address on the driver's license/State ID

(does NOT include rented portions of a house or apt nor agreements formulated by a relative/ friend)

- Resident** (property owner or lease holder) allowing parties to stay with them for a specific period of time is considered a 3rd Party living situation.
 - Contact the District Office for more information 262-255-8440

- **The School District is required by the State of Wisconsin to verify residency for all students attending their schools.**
- **Early enrollments for the upcoming school year may be required to re-establish residency within 30 days prior to the start of school.**