



## RICE LAKE AREA SCHOOL DISTRICT

Administration Building  
700 Augusta St., Rice Lake, WI 54868  
Phone (715) 234-9007  
Fax (715) 234-4552

Welcome to the Rice Lake Area School District. We are eager to become partners with you in your child's educational journey. Here are the steps you will need to take to get your child enrolled.

To start the enrollment process, please complete the following forms:

- ◆ Student Enrollment Form
- ◆ Request for Release of Student Records
- ◆ Home Language Survey
- ◆ Immunization Record (You can choose to complete Steps 1 & 5 and include a printout from your child's doctor or the Wisconsin Immunization Registry website if you would prefer)
- ◆ Transportation Agreement
- ◆ Skyward Family Access Application (Need to fill out only 1 per family)

**You will also need to present birth verification, such as a certified birth certificate, when you enroll your child. It needs to be an *official* certified birth certificate and not a copy of one.** It will be returned to you as soon as the information is recorded on a legal form for the student's records.

Please return completed forms to:

Rice Lake Area School District  
Attention: Central Enrollment  
700 Augusta Street  
Rice Lake, WI 54868

If you have any questions, please feel free to contact me by email [wickk@ricelake.k12.wi.us](mailto:wickk@ricelake.k12.wi.us) or phone (715) 234-9007, ext. 5703.

Sincerely,

*Katie Wick*

Katie Wick  
Central Enrollment