



LINCOLN MIDDLE SCHOOL

New Student Enrollment Procedure

April 2025

Greetings New Lincoln Families!

We are committed to educating, connecting with, and serving our school community.

We have begun enrollment for the 2025-2026 school year, and will continue through the start of the school year.

We will be doing an online enrollment process.

****You will need a computer and scanner to complete the online enrollment. Online enrollment will not work on a cell phone. Scanned documents will need to be in a PDF format and legible. If you need assistance, please contact Mike Yoshioka at LincolnEnrollment@smmusd.org or 310-393-9227 x73559****

In order to begin the online enrollment process, you must first **PROVE RESIDENCY** within the Lincoln Middle School boundaries. We are **ONLY** enrolling families who live within the Lincoln Middle School boundaries. For permits or any other matter, you will need to contact the District Office. Please use the school locator to verify your residence.

School Locator

Please click on the link and enter your address to find your child's home school and location.

- [My School Locator](#)

Birthdate Enrollment Guidelines

- [Click here for 2025-26 birthdate enrollment guidelines](#)

Permits

If you **DO NOT RESIDE** within the Lincoln Middle School boundaries, you can apply for a permit with the District Office.

Please click this link for information regarding permits

- [Permit Information](#)

Once you have verified your residency within the Lincoln Middle School boundaries, you can begin the online enrollment process.

Required Documents

You will need to scan the following documents. You will be asked to upload these documents during the online enrollment process.

1. Verification of Parent/Guardian Identity. Photocopy of driver's license/ID card/passport.
2. Proof of residency in the Lincoln attendance area. **Please provide entire lease/rental contract including signature page.**
Please click here for ([Documents Required for Verification/Proof of Residency](#))
Haga clic aqui para ver ([Documentos necesarios para comprobar la residencia](#))
3. Verification of your child's birth date with a birth certificate or passport.
4. Submit complete immunization records for all students.
Please click here for ([List of All Immunizations Required](#))
Haga clic aqui para ver ([Lista de todas las vacunas requeridas](#))
5. Provide a copy of your child's recent IEP and/or 504 documentations (if applicable)
6. Provide a copy of your child's recent transcript, with exit grades (for mid-year enrollment).
7. Court custody paper (if applicable).

Enrollment Link

Here is the link to begin the online enrollment process.

- [Online Enrollment](#)

Please note: You will need a computer and scanner to upload documents. You will need a valid email address. This process should take 20 to 30 minutes to complete. To start registering a new student, click the "Enroll A New Student" button. If you would like to reprint or review students previously enrolled through the online system, click the Login button.

Once you have submitted your application, it will be reviewed. If all the information is complete and accurate, you will receive an email confirming the enrollment process has been finalized and accepted. You will then be enrolled at Lincoln Middle School. You will also be sent a link to select the elective class.

Additional Information

1. If you **do not reside** within the Lincoln Middle School boundaries, your application will be **denied**.
2. You will need to fill in all the information **completely**.
3. If there is any **missing** information, your application will be sent back to you to be completed.
4. Regarding immunizations records, please input **ALL** vaccination dates for every dose.
5. If your child has an **IEP** and/or **504 plan**, in addition to uploading the documents, please **email Mike Yoshioka** at [**LincolnEnrollment@smmusd.org**](mailto:LincolnEnrollment@smmusd.org) to ensure your documents are reviewed in a timely matter.
6. If you have any questions about immunizations or other health concerns, you may contact our school nurse **Jacqueline Mejia** at [**jmejia@smmusd.org**](mailto:jmejia@smmusd.org)
7. As we get closer to the beginning of the new school year, you will receive information regarding "Get Your Stuff Day" held in August before school begins. Once all the information is finalized it will be posted on this link [**Get Your Stuff Day Information**](#)
8. The new school year begins on **Thursday, August 21, 2025**.

We cannot wait to meet you in person and truly look forward to working with you and your family. Please do not hesitate to contact Mike Yoshioka at [**LincolnEnrollment@smmusd.org**](mailto:LincolnEnrollment@smmusd.org) or 310-393-9227 x73559 if you have any questions.

Si necesita ayuda en español por favor contacte Nallely Gutierrez [**n.gutierrez@smmusd.org**](mailto:n.gutierrez@smmusd.org)