



2022-2023 School Year Steps for Enrollment

1. Click [here](#) to confirm that your address is within our enrollment boundaries.
2. Click [here](#) to verify your child's grade level.
3. Gather your proof of residency. Click [here](#) for residency requirements.
4. On Friday, February 4, 2022, the appointment system will go live at 4:00 p.m. to sign up for an appointment to pick up an enrollment packet.
 - Go to <https://www.smmusd.org/roosevelt>
 - Click on the "Enrollment" tab toward the top left of the screen.
 - Click on "Pick Up Enrollment Packet"
(Note: You will not see this information until 2/4/22).
 - Appointments will be available from 2/17/22 through 3/31/22.
 - Scroll down, choose your appointment date and time
 - Scroll to bottom and click "Submit and sign up."
 - *Important – At the time of your appointment, please be sure you have all of your required proof of residency in pdf format. Enrollment packets will only be handed out when complete proof of residency is presented.
5. On Friday, April 1, 2022 the appointment system will go live at 4:00 p.m. to make an appointment to return your completed enrollment packet.
 - Go to <https://www.smmusd.org/roosevelt>
 - Click on the "Enrollment" tab toward the top left of the screen.
 - Click on "Drop Off Enrollment Packet"
(Note: You will not see this information until 4/1/22).
 - Appointments will be available from 4/19/22 through 5/12/22.
 - Scroll down, choose your appointment date and time.
 - Scroll to bottom and click "Submit and sign up."
 - *Important, at the time of your appointment, please bring proof of your child's birth (Birth Certificate, Passport or Hospital Certificate) and proof of your child's immunizations. Please click [here](#) for immunization requirements. All immunization requirements must be met before enrollment will be completed.

If you have any questions, please call our office at 310-395-0941.