



TWO RIVERS PUBLIC CHARTER SCHOOL

ENROLLMENT GUIDE

2023-2024 SCHOOL YEAR

CONGRATULATIONS AND WELCOME TO TWO RIVERS PCS!

This enrollment guide walks you through our 3-step online registration to successfully enroll your child at Two Rivers.

After being matched with Two Rivers you will receive a welcome email from registrar@tworiverspcs.org with your enrollment specialist's contact information. Your enrollment specialist will be your point of contact throughout the enrollment process and certify that all your documents have been successfully completed.

Finally, as a reminder, if you do not accept and complete enrollment by 5:00 pm on May 1, 2023, your child's SY 2023-2023 seat will be released.

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HOW TO ENROLL

STEP 1

Complete The Two Rivers Power School application. The link to the application will be shared in the welcome email from your assigned enrollment specialist.

STEP 2

Email supporting proof of DC residency, birth certificate, health and dental certificates, and immunization records to your enrollment specialist at tr_enroll@tworiverspcs.org.

STEP 3

Review and sign all other required enrollment forms sent from your enrollment specialist through DocuSign.

WELCOME TO THE
BOAT!

REQUIRED DOCUMENTS

The Enrollment Specialist will reach out about these forms.

PowerSchool Application

Home Language Survey Form

DCRV and DC Proof of Residency

(Forms of acceptable proofs of residency will be shared by your enrollment specialist)

Birth certificate of child you are enrolling (pictures are accepted)

Authorization for Child's Emergency Medical Treatment

TR Records Release

Only for grades K-8.

SUPPORTING DOCUMENTS

REQUIRED

DC Proof Of Residency
Birth Certificate
Enrolling Parent's Unexpired Identification
Immunization Record

IF APPLICABLE

Report Card
Court Order / Caregiver Documentation
IFSP/IEP/504 Plan
Medication and Medical Treatment Plan

CONTACT INFORMATION

If you have any questions,
please do not hesitate to
contact us.

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Please always include the name of your student
and your specialist's name when emailing.