



*Serving With Pride The
Township of Manalapan
and the
Borough of Englishtown*

*Nicole Santora, Ed.D.
Superintendent*

Jodi Pepchinski
*Assistant Superintendent of
Curriculum & Human Resources*
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Peter M. Friedman Building
54 Main Street
Englishtown, N.J. 07726-1599
(732) 786-2500
(732) 786-2542 FAX

January 3, 2022

Dear Parents/Guardians:

Please be advised that the district is now accepting enrollment for kindergarten students and incoming grade 1 students new to the district. All students entering kindergarten or first grade for the 2022-2023 school year need to register for school, unless they are already a student in the district. We ask that you register your child as soon as possible.

Children must be 5 years of age by October 1st of their kindergarten year to register for kindergarten and 6 years of age by October 1st of their first grade year to register for first grade.

OPEN-ENROLLMENT
(December 22, 2021 - March 1, 2022)

All registration will be completed using our [online process](#). **Please remember to select the 2022-2023 school year!** If you do not have Internet access, contact us at 732-786-2529. You will be informed of the status of your child's registration and building assignment once open-enrollment has ended and all registrations have been processed. Status of registration and building assignment for students registered after March 1, 2022 will be provided after June 1, 2022.

DOCUMENTATION

The following documentation must be uploaded during the online registration process. It is best to have the documents prepared and scanned prior to registering.

Required Documents

The following documentation must be uploaded during the online registration process. It is best to have the documents prepared and scanned prior to registering.

1. Birth Certificate - A scanned original certified birth certificate from the Bureau of Vital Statistics. A hospital notice of birth is not acceptable.
2. Proof of Residency - Two scanned proofs of residency (e.g., driver's license, mortgage, rental agreement, deed, utility bill, voter registration). If you have any questions, please contact the Transportation Department at (732) 786-2640.
3. [Health Form](#) - Completed, signed, dated, scanned and uploaded. Additional health forms may be required. See optional documents.
4. [Physical Examination Form](#) - Completed, signed, dated, and stamped by the physician's office during your child's five year old physical examination. If completed prior to registration, scan and upload during this process, otherwise once complete, please mail to your child's anticipated school.



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Children's attendance at school may be deferred until the physical examination form with correct immunization records are received. It is important that you upload this required information. If your child will turn five after September 1st, please contact the school nurse. More information on required immunizations can be found [here](#).

Optional Documents (Must be submitted outside of the Online Process)

1. [Request for Child Care Transportation](#)
2. [Special Consideration Form](#)
3. [Medical Forms for Parents/Physicians](#) - Forms for specific medical conditions (e.g., allergies, asthma, diabetes, seizures, medication during school). These forms can be found [here](#).

Submitting Documents Outside of the Online Process

This [link](#) explains how to submit documents that were not included during the online registration process.

QUESTIONS OR SPECIAL CIRCUMSTANCES

If you have any additional questions or special circumstances relating to registration, please call Mrs. Jodi Pepchinski, Assistant Superintendent for Curriculum and Human Resources at (732) 786-2531.

Sincerely,

Jodi Pepchinski