

MCEC Quick Checklist for Transitioning Students

For Parents/Guardians:

- Military Orders/Proof of Residency
- Guardianship/Custody Legal Documents
- Shot Records
- Birth Certificates
- Health Records
- Social Security Number

School Information:

- Contact School Counselor
- Registrar
- Current Schedule
- Report Cards/Home Access
- Standardized Test Scores
- Extracurricular Records (clubs, teams, groups)
- Letters of Recommendation

Special Records:

- Individual Education Plan (IEP), Individual Accommodation Plan (504), Gifted Program Description
- English as a Second Language (ESL) or Bilingual Education
- At Risk or Other Action Plans for Classroom Modifications.

Military Student Transition Consultant:

- New Comer Social Events, Workshops, and Forums
- Entry/Exit Consultation with student and parents
- Homework Help! Tutor.com
- Military Friends Support Groups
- Community and Installation referrals.
- S2S, JS2S, eS2S (Student to Student groups)

Installation Resources:

- Student Liaison Office
- Military Family Life Counselor
- School Behavior Health Specialist
- Children and Youth Service Center (CYS) and Family Child Care (SACC)
- Exceptional Family Member Program (EFMP)
- Family Advocacy

