



# Miami-Dade County Public Schools

*giving our students the world*

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March 15, 2023

Dear Parent/Legal Guardian:

Congratulations on receiving your child's acceptance to Sunset Elementary, an International Studies Magnet School offering German, French, and Spanish language instruction commencing in the 2023-2024 school year. Your child will be immersed in an environment of learning filled with exciting and engaging activities. In this unique setting, families from around the world come together to create a dynamic school setting which values individual differences while nurturing the minds and hearts of its students. Recognized by the State of Florida as a Five Star School for its level of parent and community involvement, Sunset Elementary receives tremendous support from its families, numerous parent associations, and its business and community partners. We are excited to welcome you to our Sunset Elementary family!

Your next step is to access our school website at <https://sunsetinternationalschool.com/> and click on the "2023-2024 Magnet Acceptance Packet" button on the homepage to obtain all pertinent magnet acceptance forms. Please read carefully and proceed to complete the following registration documents:

- Declaration of Acceptance
- Magnet Enrollment Agreement Form A
- Registration Forms - (Sunset Elementary Registration Form, Emergency Student Data Form, Home Language Survey, Disclosure at Time of Registration, State of Bona Fide Residence, and Project Up-Start Student Eligibility Questionnaire) - (all documents are pdf fillable).
- Copy of student's birth certificate
- Copy of **current** immunization form (DH 680) and health form (DH 3040) provided by the student's pediatrician. Please make sure to complete the back of the health form as indicated. **EXPIRED** immunization and health forms **WILL NOT** be acceptable.
- Copy of a driver's license (parent or legal guardian)
- Copy of two (2) address verifications (**Leasing Agreement** or **Warranty Deed** and a copy of the **FPL bill receipt**).

We will have designated mornings when parents may submit completed registration documents by way of a physical drop-off at the main office between the hours of 9 am to 12 pm. If you have more than one child registering, please attend the designated date assigned for the younger child. The dates for drop-off are as follows:

- **March 29, 2023** - Spanish Kindergarten (Last name starting with the letters "A" through "G")
- **March 30, 2023** - Spanish Kindergarten (Last name starting with the letters "H" through "Z")
- **March 31, 2023** - German and French (all grades) and Spanish grades 1<sup>st</sup> through 5<sup>th</sup>

**Please ensure that all registration documents are accurately completed prior to your scheduled date.** Documents must be placed in an envelope labeled with student's **first** and **last name** as well as the student's **starting grade** and **assigned language** at Sunset Elementary. If the student was previously enrolled in a **Miami-Dade County Public School** and already has a **M-DCPS Student ID** number, include the number on all registration documents and on the outside of the envelope. For your convenience, we have provided you with a checklist to ensure that all required documents are properly submitted.

Should you have any registration questions and/or need additional assistance, please contact Ms. Zoe Tomas-Lopez, Sunset Elementary School Registrar, via email at [zlopez@dadeschools.net](mailto:zlopez@dadeschools.net). We appreciate all your efforts and cooperation in helping us make this registration process a success! We look forward to a productive and enriching 2023-2024 school year!

Sincerely,

Ana C. Alvarez-Armon  
Principal

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305-661-8527 • 305-669-4185 (FAX) • [www.sunsetinternationalschool.com](http://www.sunsetinternationalschool.com)*