

Please Review the Important Information Below:

Submitting your documents is easy!

- In order to complete your child's application, all supporting documents are needed.
- Text photos of the documents to the Enrollment Team at **313-580-0351**
- Upload them directly through your application account
- Email them to sbenard@phalenacademies.org
- Bring copies to the school-(Main Office) Monday through Friday between **9:00 a.m. and 2:00 p.m-Summer, 8:15am-3:00pm during the school year.**

Required Documents:

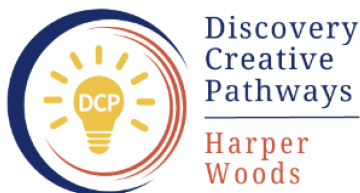
- Student Birth Certificate
- Parent/Guardian Driver's License or State ID
- Immunization Records
- Most Recent Report Card (if your student previously attended another school)
- Behavior Report (if your student previously attended another school)
- Dental Screening
- Vision Screening

Uniform Policy:

- Clear Backpack-(Middle School Only)
- Any Solid Color Polo Style Shirt
- Black, Khaki or Navy Pants, Skort or Dress
- No-Hoodies, Hats/Caps, Headphones, Crocs, Slides or Open Toe Shoes

Stephen Benard

Student Enrollment Coordinator



[Request Enrollment Info Here](#)

19360 Harper Ave.

Harper Woods, MI 48225

Phone: 313-580-0351

