



## Student Registration Information

### THE FOLLOWING ITEMS ARE NEEDED FOR REGISTRATION:

1. Birth certificate, notarized copy of a birth certificate, baptismal certificate, copy of the record of baptism-notarized or duly certified & showing the date of birth, or a valid passport.
2. Proof of District Residency - the District requires two forms of residency confirmation. Please provide one item from Section 1 & one item from Section 2 below.

#### Section 1 - (provide one of the following)

- Deed
- Current Lease (notarized landlord certification letter required if lease is month to month or otherwise not current)
- Mortgage Statement with address (within 30 days of registration). If payments are made electronically, letter from mortgage company with current address listed or previous year's 1098 tax form.

#### Section 2 - (provide one of the following)

- Utility Bill such as electric, water, cable (within 30 days of registration). Phone bill is not acceptable.
  - Department of Transportation photo ID or vehicle registration form
  - Property Tax Bill
  - Current credit card statement
3. Physical Exam and Dental Exam reports dated **after August 2020**. (If your child has not had their 5 year check-up yet, bring what you have)
  4. Immunization Records for Diphtheria, Pertussis, Tetanus, Polio, Measles, Rubella, Mumps, Hepatitis B, Varivax and/or a history of Chicken Pox.
  5. Tuberculin Test and/or tuberculin risk evaluation

### STUDENTS TRANSFERRING INTO THE SCHOOL DISTRICT

Parents of students in grades K through 5 who are transferring into the district should call the office of the elementary school their students will be attending. Middle and high school transfers are handled through the guidance departments at each school. Students entering 7th grade need the following: 1 dose of tetanus, diphtheria, acellular pertussis (Tdap) and 1 dose of meningococcal conjugate vaccine (MCV). Students entering 12<sup>th</sup> grade must have the second dose of meningococcal conjugate vaccine (MCV).

All registration items listed above are also required to register students transferring into other grades in the district. The name and address of the previous school must be provided. Students transferring into high school must bring a copy of their unofficial transcripts from the previous school district. If transferring during the school year, also bring current year course schedule and grades.

Newcomers seeking information on schools (other than registration information), should call the office of the Director of Elementary Education at 484.266.1070.