

Requested Documents for Enrollment

All information is treated as confidential

All student enrollments must be done in person by parent or legal guardian only. Exceptions will only be made for a child who is homeless.

1. Photo I.D. of Parent/Guardian
2. Proof of the Child's Age- any one (1) of the following:
 - a. Birth Certificate
 - b. Notarized copy of Birth Certificate
 - c. Baptismal certificate
 - d. Copy of the record of baptism - notarized or duly certified and showing the date of birth
 - e. A valid passport
 - f. A prior school record indicating the date of birth
3. Immunizations Required by Law
 - a. Child's immunization record
 - b. A written statement from the former school district or medical office that the required immunizations have been administered (or that a required series is in progress)
 - c. Verbal assurances from the former school district or a medical office that the required immunizations have been completed, with records to follow.
4. Proof of Residency- two (2) of the acceptable documentation examples that follow:
 - a. A deed
 - b. A lease
 - c. A current utility bill -- **NOTE: disconnection notices are not acceptable forms of proof of residency**
 - d. Current credit card bill
 - e. Property tax bill
 - f. Vehicle registration
 - g. Driver's license
 - h. DOT identification card
 - i. **Homeless student/family situations are unique and will be addressed at the time of registration**
5. Parent Registration Statement
 - a. A sworn statement attesting to whether the student has been or is suspended or expelled for offenses involving drugs, alcohol, weapons, infliction of injury or violence on school property must be provided for a student to be admitted to any school entity.

Consent to Exchange Information / Documentation Required from Other Sources

The district is entitled by law to receive information on an enrolling student from the previous school, public, charter, nonpublic or private, which the student attended. The provision of this information rests with the educational entity, not the family. The lack of this information will not prevent your child from entering after initial enrollment. You may be requested to complete a form providing consent to exchange information with a former school district or outside agency so that the district can obtain the documentation from prior educational entities.

Note: All high school students must provide contact information for the previous school so that we can secure a transcript/withdrawal form in order to properly schedule classes for the student.