

The student registration will not be complete until all documentation has been submitted and reviewed by site staff.

1. Proof of age - one of the following:

- Original birth record (with official raised seal)
- Baptismal or church certificate
- Parent's notarized affidavit
- Valid passport
- Physician certificate

2. Immunization Verification:

- Official state immunization record

3. Address Verification: One of the following must be submitted (parent/guardian name on the address verification must be the same parent/guardian name and address submitted on registration):

- Property tax receipts
- Rental property contract, lease or payment receipt
- Utility service contract, statement or payment receipts
- Pay stub
- Voter registration
- Correspondence from government agency
- Declaration of residency by the parent or legal guardian of a pupil

4. Adult I.D. Verification:

- The adult registering the student must provide proof of identity by driver's license, passport or other official photo I.D.

5. Custody Paperwork:

- Caregiver Affidavit or Legal Court Paperwork as it relates to Custody or visitation of minor, if applicable

6. Copy of Inter/Intra District Transfer Approval Letter, if applicable

7. Grades K-1 only:

- Oral Health Assessment
- Proof of Physical

8. Grades 7–12 only:

- Withdrawal/drop papers and/or unofficial transcripts from most recent previous school

9. Clearance from Child Welfare and Attendance, if coming from Alternative Education

10. Current I.E.P. or current 504 Plan, if applicable