

Welcome to Ocean View High School!



New Enrollee Steps:

1. All needed paperwork to Guidance Secretary. **Please call secretary first to set up time to come down.**
(Jade Nguyen, 714-848-0656 x4405)
2. Paperwork is reviewed.
3. **Once all needed items have been collected**, appointment will be made with your student's guidance specialist or other school personnel as applicable.

Needed Items:

Please bring **copies** of the following items:

1. Proof of age
2. Copy of parent/guardian identification
3. Proof of residency form **OR** Shared residency form (please see separate tab for copies of these forms)
 - a. If parent/guardian name(s) is/are on the proofs of residency, then you will use the Residency form.
 - b. If you live with or rent from someone else whose name is on the proofs of residency, then you will use the Shared Residency form. Shared residency form must be notarized (**Jade keeps a copy**)
4. **TWO** proofs of residency. Only the below forms are accepted. Please note that one of the proofs must be a utility bill.
 - a. Current electrical bill
 - b. Current Southern California gas bill
 - c. Current mobile phone bill
 - d. Current property tax or income tax documents
 - e. Current Water bill
 - f. Current Waste Management bill
 - g. Current payroll stub
 - h. Current social service document
 - i. Note: If you are a renter and do not pay utilities because it is included in the rent, we will need a letter from the lessor and/or a copy of the rental agreement stating utilities are included.
5. Previous school unofficial transcripts (Note: If school has already begun, withdrawal grades are needed as well.)
6. If coming from outside the United States: TB test (dated within 60 days of student's first day of school)
7. Immunization record (must be cleared by the health office)
8. If applicable: Special Education, guardianship, etc. paperwork
(**A copy for Registrar/Supervision - Any caregiver letters, court paperwork, affidavits, etc.**)

For Office Use Only

- a. _____ Census Form
- b. _____ Home Language Survey
- c. _____ Verify address on School Locator (Secretary can do so over the phone or in person)
- d. _____ New Student Pre-Assessment Questionnaire (applicable to students new to the country)