



Enrollment Requirements

You will need to bring the following **ORIGINAL DOCUMENTS** to complete enrollment:

1. **Proof of Residence:** Three documents in total that show the parent or guardian's name and home address (within 3 months).
 - a. One must be a Utility Bill (gas, electric, water, telephone, cable)
 - b. One must be a Driver's License or ID card with current address
 - c. Any one of the following:
 - Car, Health or Home Insurance Premium
 - Medical or other health insurance statement
 - Car Registration
 - AFDC document
 - Letter from employer on office letterhead
 - Check warrant stub
 - Credit Card/Bank Statement
 - Cellular phone Statement
 - Rental agreement that includes name and telephone number of landlord
2. **Verification of Student Birth Date:**
 - Birth certificate (preferred)
 - Passport/Residency Card
3. **Parent/Guardian Identification:**
 - Valid government issued photo ID
4. **Immunization Records:**
 - Current immunization card
 - CHDP Physical Exam for Kindergarten and 1ST grade entry
 - Dental Exam for Kindergarten and 1st grade entry

**Attention 7th and 8th grade Parents:* Tdap Booster must be updated (last dose must be given on or after student's seventh birthday) to complete enrollment.

- Does not apply to Moor Field
5. **School Transfer papers** or last report card (needed for proper placement)
 6. **Individualized Education Program (IEP):** required for students receiving special education services.
- Does not apply to Moor Field
7. **Section 504:** Plan required for students receiving accommodations and modifications

We reserve the right to ask for additional verification if necessary. Home visits may be conducted by school and/or district personnel to verify your child's residence. Any changes in address or phone number must be reported immediately.