



## REGISTRATION PROCEDURES FOR NEW STUDENTS

FREMONT UNION HIGH SCHOOL DISTRICT - ENROLLMENT AND RESIDENCY OFFICE

589 West Fremont Avenue · Sunnyvale, CA 94087 · (408) 522-2266

2019-2020

School  
Year

All new incoming students in the Fremont Union High School District will be required to verify District residency before registering for classes.

This year, the District will be requiring all parents to use an online registration tool (no paper forms). Please complete the **New Student Registration** process online at [www.fuhsd.org/online-registration](http://www.fuhsd.org/online-registration) starting Jan. 7, 2019 and bring the **Registration Number** to Residency Verification.

A student can have only one residence for establishing residency and must live with a parent or legal guardian. **PO Boxes will not be accepted for residency purposes. All documents used for residency must be CURRENT & ORIGINAL!**

**YOU MUST COMPLETE THE ONLINE REGISTRATION AND PROVIDE THE EIGHT DOCUMENTS LISTED BELOW**

**1. The completed FUHSD Residency Declaration Form**

**2. Parent's Picture ID - one from the following list:**

- Current California State Driver's License or California State ID Card
- Valid Passport or Consulate Issued Picture ID

**3. Residency Document #1 - one from the following list:**

- Valid vehicle registration (title documents do not meet residency requirements)
- Current (2018) W-2 Tax forms
- Current paycheck – employer & employee's name and address must be imprinted on the check

**4. Residency Document #2 - one from the following list:**

- Original 2018-19 Property Tax Bill with parent name and property address
- Tenant's copy of Rental or Lease agreement with parent name, student name, and address, as well as manager or owner's name and phone number

**5. Residency Document #3 -**

- Pacific Gas & Electric (PG&E) Bill or statement mailed to your residence with parent name & address- We will accept e-bill online print-out or PG&E account confirmation

*If your rental agreement states that utilities (PG&E) are included, then one of the following can be used:*

- Monthly Bank statement mailed to your residence with parent name and address
- Monthly Cable Bill mailed to your residence with parent name and address

**6. Birth Certificate** - The state requires a birth document that verifies the student's legal name, birth date, and birthplace. This may be a birth certificate, baptismal or naming ceremony certificate or other official birth record. If a birth document is not currently available in English, a passport may be used temporarily until the proper documentation can be secured and provided to the Enrollment and Residency Office.

**7. Transcripts** - Most current official cumulative transcript or withdrawal grade form, if available.

**8. Immunization Records** - Complete immunization records including dates and physician signature/stamp.

- If entering from outside Santa Clara County, the Mantoux TB Test must be given within 12 months of enrolling. Mantoux TB Tests performed outside the USA will not be accepted
- Proof of Tdap booster shot (new requirement from the State for Whooping cough, i.e. pertussis)

If you are unable to provide any of the above required documents, then you must go to the Enrollment and Residency Office and meet with a Residency Official to discuss your options.

**Spanish and Chinese assistance are available at the Enrollment & Residency Office.**