



Clearfield High School New Student Registration Checklist

The following items are required by the Davis School District to complete student enrollment for CHS:

- **Guardianship Status Form** – A parent/legal guardian that is on the birth certificate, with valid photo ID must be present at time of registration. Students' who do not live with a parent, must bring court documentation stating to whom legal guardianship has been awarded. If you do not have court ordered guardianship documentation, please contact Student Services at the District Office: 801-402-5155.
- **Two Proofs of Residency** – See Utah Public Schools Proof of Residency Outline (attached).
- **Transcripts from previous school.** This is required by the counselors to help build a student schedule. If enrolling once the term is already in progress, a withdrawal form from previous school must also be provided.
- **Original Birth Certificate.**
- **Complete Immunization Record** – The following are state required:
 - 5 DTP/DTaP/DT- 4 doses if 4th dose was given on/after the 4th birthday
 - 4 Polio – 3 does if 3rd dose was given on/after the 4th birthday
 - 2 Measles, Mumps, Rubella (MMR)
 - 3 Hepatitis B
 - 2 Hepatitis A
 - 2 Varicella (Chickenpox) – If history of disease please provide documentation
 - 1 Tdap booster
 - 1 Meningococcal
- **Request of Records Form** - Please provide fax number or email address from previous school (attached).
- **Student Information Form** – must be filled out and signed by a parent/guardian.
- **Student Signature Page** – (School Policies) must be initialed and signed by parent/guardian and the student.
- Does student have an IEP or 504? Yes No
- **Payment of fees or Waiver of School Fees** – Fee amount and waiver available on our Web Site or in the front office.

Thank you for your cooperation.

Susan Westbroek

Registrar

801-402-8223

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