

AMHERST REGISTRATION REQUIREMENT CHECKLIST

REGISTRATION REQUIREMENTS: Registration cannot take place without the following documents)

- _____ Students Certified (Originally issued) Birth Certificate
- _____ Students Immunization Record (as up to date as possible)
- _____ Custody/Guardianship Documents/Divorce Decree Showing Child's Legal Custody Status
- _____ Parent/Guardian's Driver's License/State Issued ID or other photo ID
- _____ Court Placement documents/Court Journal Entries for Foster Children
- _____ Any Documents pertaining to Special Education Needs (IEP/ETR/504 Plan/Med recommendations)
- _____ Any Prior Education Documents (Transcripts/Final Report Cards/Assessment results/gifted/WEPS)

PROOF OF RESIDENCY: (ANY **TWO** OF THE FOLLOWING DOCUMENTS WILL BE ACCEPTABLE)

- _____ Lease or Purchase Agreement
- _____ Home/Property/Auto Insurance Bill
- _____ Paycheck/Direct Deposit advice with current address
- _____ Government Assistance Documents/Food Stamps
- _____ Cable Bill or Cable Connection Paperwork
- _____ Property Tax Bill
- _____ Voter's Registration Card
- _____ Residency Affidavit - Both the owner of the residence and the occupant **MUST** have this document notarized and a second proof (listed above) will need to be provided.

****Residency affidavits are only valid for 60 days. The parent/guardian will be asked to prove residency with TWO of the above documents once the 60 days has expired****

Revised 8/1/19