

# 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)

- \_\_\_\_\_ Deed/Rent/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\*\***