

---

---

# REQUIRED DOCUMENTATION

---

## 1. PROOF OF RESIDENCY (AT LEAST ONE)

---

---

- A copy of a residential lease or proof of ownership, such as a deed or mortgage statement
- Statement by the landlord, owner or tenant from whom the parent or guardian leases or shares property within the District, preferably notarized
- Statement by a third party establishing the parent or guardian's physical presence in the district, preferably notarized
- Pay stub
- Income tax form
- Utility bill or other bills
- Membership documents (e.g., library cards) based upon residency
- Voter registration document(s)
- Official driver's license, learner's permit or non-driver identification
- State or other government issued identification
- Documents issued by federal, state or local agencies (e.g., local social service agency, federal Office of Refugee Resettlement)
- Evidence of custody of the child, including but not limited to judicial custody orders or guardianship papers

## 2. PROOF OF AGE

---

---

- Birth Certificate
- Record of Baptism
- Passport

If the above is not available, the District will consider other forms of documentation, which has been in existence two years or more. Other evidence may include, but will not be limited to:

- Official driver's license
- State or other government issued identification
- School photo identification with date of birth
- Consulate identification card
- Hospital or health records
- Military dependent identification card
- Documents issued by federal, state, or local agencies
- Court orders or other court-issued documents
- Native American tribal documents
- Records from non-profit international aid agencies and voluntary agencies
- Adoption or Foster Placement Documents

## 3. EVIDENCE OF IMMUNIZATIONS & PHYSICAL

---

---

- Immunization Records
- Physical Examination completed within the last 12 months if available.

#### **4. RECORDS FROM PREVIOUS SCHOOL**

---

---

- School Records
- Disciplinary Records
- Special Educational Records
- Last Report Card from Previous School District (Grades 9-12 – In Progress Grades & Transcript)

#### **5. SPECIAL EDUCATIONAL SERVICES (IEP'S, 504 PLANS) – IF APPLICABLE**

---

---

- If you suspect that your child is in need of special education services or programs, you may refer your child to the District's Committee on Special Education for evaluation.

#### **6. CUSTODY OR LEGAL GUARDIANSHIP PAPERS – IF APPLICABLE**

---

---