

DOCUMENTS REQUIRED FOR REGISTRATION

****Documents should be uploaded to the On Course Portal when completing an online registration, if you are able. If you are unable to upload the documents you must bring the documents with you to your initial registration appointment.**

- **Parent/Guardian's Photo identification** (Driver's License or State Issued ID)
- **Child's Certified and Original Birth Certificate**, Passport or Other Official Document Indicating Age
- **Child's Updated Immunization Records** (Please see website for list of required immunizations.)
- **Child's Current Physical Examination.** The School Nurse reviews all health-related documents and will advise parents/guardians of additional needs.
- **Custody Documentation** (if parents are divorced or separated)
- **Transfer Card from previous school** (not applicable for Kindergarten or Pre K)
- **Last Report Card** (not applicable for Kindergarten or Pre K)
- **State Testing Scores from previous school years, as well as current year** (not applicable for Pre K through 3rd grade)
- **FOUR documents for Proof of Residency** (documents must show name, date, and address) as follows:

ONE current item from the list below:

- Certificate of Occupancy
- Deed
- Current Mortgage Statement
- Borough Tax Bill
- Current Lease

PLUS 3 current items from the list below:

- Electric Bill
- Gas Bill
- Water Bill
- Car Registration
- Car Insurance Card
- Credit Card Statements
- Bank statements, etc. as per N.J.A.C. 6A:22:3-4

If you are residing with another family, you must provide the above proofs of residency in your name and a notarized letter/affidavit from the Sayreville resident along with their current mortgage statement, deed or lease. The letter must list by name, all of the registrant's family that certifies the registrants are living in their residence. (You may request a blank affidavit from Central Registration or download from www.sayrevillek12.net.)

To ensure a quick and smooth registration process, please be sure all **health, academic records and birth certificates are translated in English** by a certified translator prior to your appointment. If you don't know where to go, one company you can use is The Language Center located at 190 NJ-18 Ste. 203 in East Brunswick, NJ 08816. Their phone number is 732-613-4554.