

REQUIRED ENROLLMENT DOCUMENTATION

Except when a child is homeless, whenever a child of school age is presented for enrollment by a parent(s), school district resident, or any other person having charge or care of the child, the school district shall require that the following information be documented before enrolling the child and allowing the child to attend school:

1. **Proof of the child's age** – Any one of the following constitutes acceptable documentation:
 - Birth certificate
 - Notarized copy of birth certificate
 - Baptismal certificate
 - Copy of the record of baptism – notarized or duly certified and showing the date of birth
 - Notarized statement from the parents or another relative indicating the date of birth
 - A valid passport
 - Driver's License
 - A prior school record indicating the date of birth

2. **Immunizations required by law** – Acceptable documentation includes:
 - The child's immunization record.
 - A written statement from the former school district or from a medical office that the required immunizations have been administered or that a required series is in progress.
 - Verbal assurances from the former school district or a medical office that the required immunizations have been completed, with records to follow.

3. **Proof of residency – Acceptable documentation includes (at least three (3) of the following will be requested):**
 - Deed or lease indicating all individuals living in the household signed by the landlord.
 - Current utility bill (cell phone bill not eligible)
 - Property tax bill
 - Vehicle registration
 - Driver's license
 - DOT identification card

4. **Parent registration statement**

A sworn statement attesting to whether the student has been or is suspended or expelled for offenses involving drugs, alcohol, weapons, infliction of injury or violence on school property must be provided for a student to be admitted to any school entity.

5. **Home Language Survey**

All students seeking first time enrollment in the school district shall be given a home language survey in accordance with the requirements of the U.S. Department of Education's Office for Civil Rights.

ADDITIONAL ENROLLMENT INFORMATION REQUIRED BY RVSD

In order to comply with the policies of the River Valley School District (formerly Blairsville-Saltsburg) and appropriately identify a student's needs, RVSD requires completion of the following forms upon enrollment.

1. **Student Residency Questionnaire**

This form assists the school district with identifying students who may fall under the guidelines of the McKinney-Vento Act as amended by the Every Student Succeeds Act of 2015.

2. **Policy #815 and Student Device Guidelines and Responsibilities Acknowledgement and Consent Form**

The policy explains the requirements and guidelines of the River Valley School District for acceptable use of the internet, computers and network. A form must be completed and signed by both the student and parent as acknowledgement that both have read and understand the policy.

Students Living With a Resident Adult other than a Parent

When a child is living with a district resident who is supporting the child without personal compensation (gratis), the child may attend school in this district, provided the resident makes application and supplies the required enrollment information. Before accepting the child as a student, the district shall require the resident to file the following:

1. A sworn and notarized statement from the resident of the school district indicating that the signer is a resident of the school district and is supporting the child without receiving personal compensation, that the child is living with the resident continuously, not just for the school year, and that the resident will accept all responsibilities relating to the child's schooling.
2. Appropriate legal documentation to show dependency or guardianship, which may include a custody order.

The school district will require the individual signing as a resident of the district to provide **three (3)** forms of residency confirmation from the following list:

- Deed or lease indicating all individuals living in the household signed by the landlord.
- Current utility bill (cell phone bill not eligible)
- Property tax bill
- Vehicle registration
- Driver's license
- DOT identification card
- Copy of State/Federal program enrollment (examples include, but not limited to, TANF or CHIP)

The school district will require the individual signing as supporting the child gratis to provide **two (2)** forms of confirmation from the following list:

- Copy of completed county form or court order transferring child support payments to resident, if applicable.
- Copy of completed State form notifying Department of Welfare of child's new residence, if applicable
- Copy of lease/rental agreement identifying the child as a tenant.
- Copy of insurance policy/card/statement listing child as eligible for services

Emancipated Minors

An emancipated minor is a student under the age of 21 who has established a domicile apart from the continued control and support of parents or guardians or who is living with a spouse. Providing the student provides proof of residency within the school district, the student may enroll without any additional assistance from an adult.

Student will be required to provide two (2) forms of confirmation that they are emancipated from the following list:

- Copy of a pay stub
- Letter from the local tax collector indicating they are paying wage tax
- Copy of payment from the Department of Welfare