

REQUIRED DOCUMENTS TO REGISTER A STUDENT

Please upload the required documents on the online registration screen!

(1) Proof of Residency (Required)

~This is to verify residence within the Cibola District~

- A current PNM or Gas bill, dated within 60 days of enrollment that has parent/guardian(s) name.
 - A deed or mortgage payment receipt, dated within 60 days of enrollment
 - A current property tax bill, vehicle registration, current lease or housing agreement

OR Approved APS Transfer Letter (If applicable)

- The APS transfer approval letter you would have received either through email or mail.
(This is for those students who applied for a transfer because they reside outside of Cibola boundaries)

Birth Certificate or Affidavit (Required)

Immunization Record (Required)

(All students enrolled in APS must have updated vaccination records)

Additional required documents:

- **Special Education Records and most recent IEP (if applicable)**

- **504 Documents (If applicable)**

- **Copy of a Transcript from Previous school (Required)**

NOTE: If transcript is not provided, student will be on a NO CREDIT STATUS and will not receive the credit until we have the transcript.

- **CIB and 506 Form (If applicable)**

Other Information to have available for online registration

- Previous school's address and phone number
- Emergency Contact Information including names and phone numbers
 - Custodial documentation (if applicable)
- Any other legal documents pertaining to custodial or guardianship (if applicable)

****All documents must be uploaded or emailed to atencio_j@aps.edu in order for the registration to be accepted and for your student to be registered.**

If you have questions or need further assistance, please call (505) 897-0110