

WATERFORD TOWNSHIP SCHOOL DISTRICT ENROLLMENT REQUIREMENTS

ONLY the parent or legal guardian may enroll a student and
the student **MUST** reside in Waterford Township

DOCUMENTS REQUIRED

1. **Proof of Residence – (6 points needed)** [NJSA 18A:38(a)] [NJAC 6A:22-3.4]
 - a. Current Property Tax Bill (4 points), **OR**
 - b. Current Mortgage or Lease (4 points)
 - Leases **MUST** be **CURRENT** and signed by **BOTH** parties- (tenant & landlord)
 - c. Agreement of Sale within 30 days (4 points), **AND**
 - d. Current Bill [Gas, Electric, Water, Sewer, Cable, Car Insurance] (2 points each)
 - Bill **MUST** be current.
 - Bring **ENTIRE** bill along.
 - e. Other Current document with address (1 point each)
(Bank Statement, Medical Bill, Driver's License) [2 point maximum]
 - f. **Affidavit** – If the parent/guardian is **NOT** the homeowner or lessor, the homeowner or lessor **MUST** complete a notarized affidavit [we will provide] & prove their residency by providing the documents listed above.

2. **Proof of Parent / Guardian Identity** [NJSA 18A:36-25]
 - a. Current Photo Drivers License **OR** Photo ID.
 - b. DCP&P placement **OR** Court Documents – if applicable
 - c. If parent & child have different names due to marriage **MUST** supply marriage certificate.

3. **Proof of Custody (if divorced or separated)**
 - a. Custody Agreement showing Joint or Residential Custody **OR**
 - b. Admission Form 3 [we will provide] parent agreement of School District.

4. **Proof of Student Identity** [NJSA 18A:36-25.1]
 - a. Birth Certificate (**Original**)

5. **Health Information** [NJAC 8:57-4]
 - a. Immunization record
 - b. Physical

6. **School Records (transfers only)**
 - a. Transfer Card
 - b. Report Cards
 - b. IEP – if applicable

FOR OFFICE USE ONLY:
IdentiFlo Verification (4 points):

___Pass

___Fail