CAMBRIDGE LAKES CHARTER SCHOOL

Registration Checklist

New Families:

- ☐ Complete the Cambridge Lakes Charter School New Student Registration Form which is available on our website.
- ☐ Submit an original Birth Certificate.
- ☐ Submit D300 Online Registration when it opens - You will be alerted when the D300 Online Registration is ready for you to complete. Your student will not be enrolled until the D300 Online Registration is completed, processed, and submitted.
- ☐ Provide Proof of Residency:

  Requirements for Homeowners - ONE Document from the following list is required:

  - ☐ Closing statement, if dated within 30 days from the current date
  - ☐ HUD-1 statement, if dated within 30 days from the current date
  - ☐ Most recent mortgage statement
  - ☐ Most recent real estate tax bill

  Requirements for Renters - TWO Documents from the following lists are required:

  - ☐ Document No. 1: Current lease agreement signed and dated by the landlord.

    AND

  - ☐ Document No. 2: Utility bill that indicates both a service date within the past 30 days and the service address. Utility bills detailing electric, gas, water, and/or home internet/cable service are acceptable if the above criteria are met. Please note: If a utility bill is not yet available, because the lease started within the last 30 days, one of the documents from the list below will be required until a utility service is established and that utility bill is provided to the school.
    - Bank Statement
    - Credit card statement
    - Home/apartment insurance certificate
    - Medical billing statement

Returning Families:

- ☐ Complete the Cambridge Lakes Charter School Returning Student Registration which is available on our website.
- ☐ Submit D300 Online Registration - You will be alerted when the D300 Online Registration is ready for you to complete (Approximately April 4th). Your student will not be enrolled until the D300 Online Registration is completed, processed, and submitted.
- ☐ Submit updated Proof of Residency documents if your address has changed.