



MONTICELLO PUBLIC SCHOOLS

Every Kid, Every Day

Monticello Public Schools requires the following documentation for enrollment:

This documentation will need to be provided before we can complete the enrollment of your student.

These forms include:

- **Immunization records or proof of exemption**
- **Proof of age** - (birth certificate preferred) Examples include:
 - Hospital birth record or physician's certificate (birth certificate)
 - Passport
 - Baptismal or religious certificate
 - Adoption record
 - Health records
 - Immunization records
 - Immigration records
 - Previously verified school records
 - Minnesota Immunization Information Connection (Miic) records
 - An affidavit from a parent
- **Proof of address** - accepted forms must include a guardian name, complete address, and recent date. Examples include utility bills (cable, electric, garbage, gas, internet, or water) or the first page of a completed purchase / rental lease agreement, property tax statement, state-issued ID.
 - Proof of address is required with every registration, even if you already have a student enrolled in the District.
- **Copy of current IEP or evaluation plan, if applicable**
- **[Open Enrollment Form](#)** from the Minnesota Department of Education, **if you do not reside within Monticello School boundaries**

DOPA Requirements:

- DOPAs are not valid across state lines, all DOPAs need to be signed and notarized within Minnesota
- Out of State students registering with DOPAs will be required to provide legal guardianship documentation PRIOR to enrollment