



New Student Registration Documents/Information Checklist

Use this checklist in preparation for online registration. Some documents are required to be uploaded during the registration process

- Proof of Child's Age**
Birth Certificate, Baptismal Certificate, or Valid Passport

- Immunization Records** – *subject to review by School Nurse for compliance*

- Proof of Residency** - *Property Deed or Current Rental Lease AND*

- Proof of Residency – 2 Supporting Documents (from the following list)**
 - Current Utility Bill/Cable Bill*
 - Current Credit Card Bill*
 - Current Bank/Loan Statement*
 - Current Mortgage Statement*
 - Current Vehicle Registration*
 - Insurance Statement*
 - Property Tax Bill*

- Physician and Dentist Name and Phone Number**

- Parent/Guardian Picture Identification** -*Driver's License, State ID card or US Passport*

- Emergency Contacts (2) Name and Phone Number**

- Your child's prior school transcript, report card and name, address, and phone number of school.**

- Legal Custody Order** *if applicable*