

# GLOUCESTER CITY PUBLIC SCHOOLS

## NEW STUDENT REGISTRATION CHECKLIST

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

In order that the requirements of various State and Federal laws be met, the following information is mandatory for the registration of a student in Gloucester City Public Schools

### A. PROOF OF RESIDENCY-four current proofs are required, inclusive of, but not limited to

- Homeowners must give one of the following, currently dated mortgage, or ,current property tax bill, or deed to the home, settlement papers ( only permitted 40 days after settlement) If you rent you must send your currently dated Lease agreement (naming parent/child) with the signed page of your lease. Lease must include landlord contact information
- Homeowners and Renters must also provide along with the above documents 3 currently dated proofs of address as listed below.
- CCMUA
- Utility bill (gas/electric,water)
- Employment document
- Drivers license or Non Driver's Identification. or other State-Issued Identification with current Gloucester City address
- Vehicle Insurance
- Vehicle Registration

### B. DOCUMENTATION OF RELATIONSHIP TO STUDENT (as appropriate)

- Birth Certificate
- Court documentation demonstrating custody
- Foster Parent (State Agency Documentation)

### C. DOCUMENTATION OF GRADE PLACEMENT

- Most recent report card
- Copy of unofficial transcript
- Copy of standardized test score reports
- Copy of transfer card, if applicable

### D. MEDICAL REQUIREMENTS.

- Physical Examination form completed and signed by child's healthcare provider
- Current copy of immunizations

### E. OTHER DOCUMENTATION, IF RELEVANT

- Current IEP
- Current 504 Plan
- Free and Reduced Lunch application