

## H.A. BROWN ACADEMICS PLUS SCHOOL

### Registration Process Opens

August 10, 2020

9:00 a.m. – 12:00 noon

Transfers-Out can go directly to the neighborhood school with (2) proofs of address, (see number 1 below)

#### Requirements:

- 1. Proof of Address (Only two (2) of the following is required)** Acceptable documentation includes:
  - Deed
  - Valid DOT identification card
  - Mortgage settlement sheet
  - Current credit card bill
  - Current utility bill (gas, electric, cable, telephone)
  - Recent vehicle registration
  - Recent property tax bill
  - Voter Registration Card
  - Valid driver's license or change of address card with your current address
  - Recent bank statement with current address
  - Letter from Social Security Office with current address
  - IRS Statement or other wage and tax statements e.g., W2, 1040, 1099
  - Letter from Public Assistance Office with current address
  - Recent Employer Pay Stub showing current address
  - Fostercare/childcare and DHS letters are acceptable for registration when student is in the care of a foster/child care agency
  - Shelter placement or residency letters are acceptable for homeless students showing current address
  - Original lease with name(s) of parents/legal guardians and children
  - Signed property sales agreement, followed original copy of settlement papers within 45 calendar days of settlement
- 2. Proof of child's age (One of the following is required)** Acceptable documentation includes:
  - Child's original birth certificate
  - Notarized copy of the child's birth certificate
  - Child's valid passport,
  - Original baptismal certificate indicating the child's date of birth
  - Copy of the record of baptism – notarized or duly certified and showing the date of birth
  - Notarized statement from the parents or another relative indicating the date of birth
  - Prior school records indicating the date of birth
- 3) Immunization Record**
  - Updated Health and/or Physical Examination records
- 4) Parent Registration Statement** (Included in the EH40 Student Registration Form provided by the school) A sworn statement attesting to whether the student has been or is suspended or expelled for offenses involving drugs, alcohol, weapons, infliction of injury or violence on school property must be provided for a student to be admitted to any school entity. 24 P.S. §13-1304-A. A school may not deny or delay a child's school enrollment based on the information contained in a disciplinary record or sworn statement. However, if a student is currently expelled for a weapons offense, the school can provide the student with alternative education services during the period of expulsion. 24 P.S. § 13-1317.2(e.1) If the disciplinary record or sworn statement indicates the student has been expelled from a school in which he was previously enrolled, for reasons other than a weapons offense, it is recommended the school review the student's prior performance and school record to determine the services and supports to be provided upon enrollment in the district.
- 5) Special Education Records**
  - Individualized Education Program (IEP), and other special education records so that the student can be placed in the appropriate grade level/classroom with the appropriate level of supports.