

Age Eligibility - a child must be five (5) years of age on or before September 1. There are no exceptions to this eligibility cutoff date.

Page 1: Checklist

Page 2: Registration Form - EH-40

Page 3: Parental Registration Statement

Page 4: Report of Physical Examination

Page 5 - 7: FERPA Related Documents

Use this checklist to prepare the required documents necessary for registration

- Proof of Childs Age
 - Birth Certificate, Baptismal Certificate, or Valid Passport
 - Other (please list): _____
- Immunization Records (Philadelphia Immunization Requirements)
<http://webgui.phila.k12.pa.us/offices/s/student-placement>
- Proof of Residency - Supporting Documents (choose 2 from the following list)
 - 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 showing current address
 - 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
 - Foster care/childcare and DHS letters are acceptable for registration when a student is in the care of a foster/child care agency
 - Shelter placement or residency letters are acceptable for homeless students
 - Original lease with name(s) of parents/legal guardians and children
 - Signed property sales agreement, followed by original copy of settlement papers within 45 calendar days of settlement
- Parent / Guardian Picture Identification (requested and not required for enrollment)
- If applicable, bring your child's previous school information: name, address and phone number of school