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