

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

- Tax bill
- Mortgage or settlement papers
- Lease agreement (naming parent/child)
- Utility Bill (gas/electric/sewer/water/telephone)
- Employment document

B. DOCUMENTATION OF RELATIONSHIP TO STUDENT (as appropriate)

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

C. DOCUMENTATION OF GRADE PLACEMENT

- a. Most recent report card
- b. Copy of unofficial transcript
- c. Copy of standardized test score reports
- d. Copy of transfer card, if applicable

D. MEDICAL REQUIREMENTS

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

E. OTHER DOCUMENTATION, IF RELEVANT

- a. Current IEP
- b. Current 504 Plan
- c. Free and Reduced Lunch application