

University Park Elementary School
4315 Underwood Street,
Hyattsville, Maryland 20782
Phone Number (301) 985-1898 · Fax Number (301) 927-1181
Email Address: upark@pgcps.org

Registration Documents

NO REGISTRATION ACCEPTED WITHOUT COMPLETE COMPLIANCE OF ALL THE DOCUMENTS

In order to register students for school, **legal guardians/ parents** must have the following documents:

_____ **If guardian**, must have legal documentation.

_____ **Birth Certificate:** *(No Birth Card—original certificate must have date of birth, place of birth, and name of parent)*

_____ **Proof of Residency:** *Deed, Lease, Mortgage Statement, or Tax Bill*, Notarized statements (**for Shared Housing**) can only be used if the parent/guardian is living with relatives or friends. Please ask for Notarized Forms in the main office. **Notarized statement must be attached to deed, mortgage, lease agreement, tax bill, settlement papers, monthly mortgage statement, or rental agreement. Without these documents, notarized letters are not accepted.** You have **30 days to produce a bill with the notarized address. There is a \$250 fine for a false proof of residence and an automatic withdrawal. (No DRIVER'S LICENSE for Proof of Residency)-**

_____ Please have identification available upon request.

_____ **For Grades K-6-Up-to-date Shot Record includes:** (4) DPT Shots, (3) Polio Shots, (2) Measles/Mumps Shots, (3) Hepatitis B Shots, (2) Varicella- Chicken Pox Shot, and lead test.

_____ **Lead Test** for Grades Pre-Kindergarten, Kindergarten, and First Grade

_____ **For Pre-Kindergarten-PROOF OF INCOME:** (2 CURRENT PAY STUBS OR TAX RETURN)

_____ **For Pre-Kindergarten-IMMUNIZATION RECORD:**

DPT:	4
POLIO:	3
MEASLES:	1
MUMPS:	1
RUBELLA:	1
VARICELLA:	1
HEP. B:	3

(If your child turns 5 years old while in pre-kindergarten, they are required to receive additional vaccines by law.)

_____ **For Pre-kindergarten Parents-**Students who meet the criteria determined by MSDE/FARM will be notified.

_____ **Age of Entry for School Year 2017/2018**

- **For Pre-kindergarten Parents-Age 4-**Student must be 4 by September 1, 2017
- **For Kindergarten Parents-Age 5-** Student must be 5 by September 1, 2017
- **For First Grade Parents-Age 6-** Student must be 6 by September 1, 2017

Important Information—You must live in UPES boundaries to register.