



PRINCE GEORGE'S COUNTY BOARD OF EDUCATION
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Register Now for SY2009-10

Early bird registration for new students, students who changed residence, and students who failed to properly register in the prior school year has started.

Bring the Necessary Documents:



RESIDENCY VERIFICATION (one of the following documents)

- *Mortgage Statement*
- *Settlement Papers with Signature*
- *Rental Receipt*
- *Property Tax Assessment*
- *W-2 Form*
- *Lease Agreement/Rental Agreement* (Lease/Rental Agreement should be an original. Exception is from apartment complexes. For legal reasons, apartments may provide copies.)
- *A notarized statement should only be used when the parent/guardian and the student are living with relatives or friends. All parties must sign the notarized statement; the relative or friend with whom the parent resides must show proof of residence (preferably two pieces of mail). Additional proof of residence will also be required within 30 days from person registering child (preferably two pieces of mail.) Proof items such as a statement from an employer showing the new address, bank statement, car registration, car insurance policy, government or official correspondence, etc. The parent should be advised that the school system reserves the right to monitor this type of proof periodically, or as needed, normally for 30 days.*

The above documents must be originals, not copies, with the exception of the lease agreement from apartment complexes.



BIRTH VERIFICATION (one of the following documents)

- *Birth Certificate*
- *Physician's Certificate*
- *Birth Registration Notice*
- *Hospital Certificate*

All documents listed should have the name of the person registering the child.



IMMUNIZATIONS REQUIRED

The Maryland State Department of Health and Mental Hygiene requires certain immunizations before children can be admitted to school. Required immunizations are by age/grade and listed on the PGCPs Web site on the "Parents" page, under "More Stories" with links to immunization schedule. Bring your child's immunization record when you register your child.



LATEST REPORT CARD FOR THE SCHOOL YEAR



TUITION WAIVER/KINSHIP CARE

Tuition Waiver/Kinship Care is granted on the basis of extenuating circumstances of either financial hardship or home conditions. Pupils whose parent(s) or court-appointed guardian(s) is/are not bona fide residents of Prince George's County are considered non-resident pupils. Non-resident pupils may be enrolled in Prince George's County Public Schools if they are residing with a bona fide resident of the county, and they have requested a Tuition Waiver/Kinship Care on behalf of the pupil. If the student, and the responsible adult with the student, identify themselves as being homeless, a waiver will be necessary only if living outside of Prince George's County. Please note that it is not necessary to apply for court-appointed guardianship to apply for Tuition Waiver/Kinship Care.



INTERNATIONAL STUDENTS

The Office of Professional School Counseling has joined with the International School Counseling Office to create three locations, northern, central and southern locations, to serve the needs of our students. Students who have a primary language in the home other than English, were born outside of the U.S., or have studied in a foreign school system, please contact one of the three Office of Professional School Counseling locations at either 301-445-8460 or 301-618-4540, for an interview and assistance in completing registration forms. Students may not be accepted into a school until such an interview has taken place. Prekindergarten students register directly at the school.

**Parent(s)/guardian(s) may contact the school for the hours of registration and additional information.
For questions regarding required documents, contact Pupil Accounting and School Boundaries at 301-952-6300.**