

Registration Documentation

***Note: Incomplete registrations will not be accepted!**

New School Registration begins April 9, 2018

8:30am - 1:00pm ~ DAILY

Required documents for Pre-Kindergarten and Kindergarten:

(and for New or Transferred Students without withdrawn packets)

1. Child(ren) BIRTH CERTIFICATE (Original)
2. Parents Photo ID ~ current and Government issued
3. Proof of Residence:
4. **TWO (2)** household bills within 30 days of registration
5. Current Immunization record for each child(ren)
6. Health Inventory form (completed by physician)*
7. Proof of Income (PK registrants only)**
8. Copy of a final report card required (1st - 5th Grade students only)
9. and at least **1 item** from the list below,...



- Deed of Property (must include your home address & signature)
- Settlement papers (must include your signature)
- Monthly Mortgage Statement (within 30 days)
- 2017-18 Property Tax Bill (not Assessment)
- LEASE/RENTAL AGREEMENT current within 1 year (must be a NOTARIZED Property Management lease or a NOTARIZED Private lease)
- SHARED HOUSING LETTER (when applicable): *form can be obtained from the school*

- ✓ Current Immunization Records are due at the time of registration and are mandatory for all new students to Prince Georges County Public Schools
- ✓ *Completed HEALTH INVENTORY BY PHYSICIAN can be turned into the nurse at the school after registration is complete.
- ✓ **PROOF OF INCOME (PK registrants only): current paystubs are required from both parents if both parents are living in the same household. *TWO (2) current paystubs for bi-weekly pay or FOUR (4) current paystubs for weekly pay*

The following additional documents may also be requested:

- Child Support Letter/ documentation
- Unemployment Stubs/Letter
- Notarized letter w/ amount from person assisting parent and how often
- Notarized Salary letter on company letterhead
- TCA/Cash Assistance (**NOT FOOD STAMPS/SNAP**)

