



Parent Registration Checklist

Requirements for registering a student during COVID-19:

1. Registering parent ID (driver's license or passport)
2. Birth certificate
3. Two proofs of current address. **(Must be two with registering parent's name)**
4. Student Registration Form **(Form can be downloaded from our school website)**
5. Provide IEP (ESE Students)

The below requirements will be requested once school returns:

1. Withdrawal form(s) from previous school
2. Current Proof of Immunizations **(must be on Florida 680 form)**
3. Current Physical examination form (must be within the past 12 months)
4. All middle school records and completed grade level 6-8 report cards
5. Student Emergency Contact **(Form can be downloaded from our school website)**
6. Affidavit of Shared Housing Form **(Form can be downloaded from our school website)**
7. Provide IEP (ESE Students)

Acceptable Proof of Address

All documents must be current, valid, and include the residential address used for enrollment.

Column A	Column B
Property tax bill	Utility bill (i.e., electric, water, waste)
Homestead exemption card	Telephone or cellular phone bill
Deed	Verification of Tenancy letter from the homeowners or condominium association
Mortgage statement	Declaration of Domicile Form from the County Records Department
Home purchase contract	Florida driver's license
Notarized lease agreement	Florida identification card
	Automobile registration
	Automobile insurance
	Credit card statement
	Two consecutive bank account statements
	U.S. Postal Service confirmation of address change request

** Please note that if student is from out of the COUNTY or COUNTRY there will be additional forms required.*

Email all completed documents to samanthalee.edwards@browardschools.com
 For questions or additional information contact samanthalee.edwards@browardschools.com
 Or call us at 754-322-3700