

Registration Checklist

Below is a checklist of all the **REQUIRED** documentation that is needed to enroll a student into the North Providence School district. Before a registration will be accepted and processed parent/guardian must provide all the required information. Please use this as a guide/checklist to ensure the most efficient registration process.

Please be sure to sign and complete all the following documents within the packet:

- Specialized Services Section Form
- Release of Confidential Info Form (Special Ed only)
- Home Language Survey
- Release of Records Form
- Student Registration Form
- Student Emergency Information
- Media/Information Release Form
- Athletic Form (middle & high school only)

Be sure to provide:

- Birth Certificate
- Copy of Parent/Guardian ID
- Academic Records (last report card/any records from previous school if available)
- Copy of IEP (if applicable)

Residency documentation:

- Notarized** Affidavit of Residency by Parent
- Notarized** Landlord Residency Affidavit (if property is not owned by tenant)
- Copy of current Mortgage Statement
- A fully Executed Lease Agreement (must be a **CURRENT** lease agreement) or Notarized Letter from Landlord or Owner
- Copy of a **CURRENT** major utility bill (ex, gas; electric; telephone)
- Copy of a Change-of-Address confirmation from the U.S. Postal Service or a piece of U.S. mail (credit card or bank statement, phone bill, etc.) addressed to parent at current address (if living with a family member)

Medical documentation:

- Annual Health History Update
- Medical Shot Records (Immunizations)
- Last Medical Physical (Exam Record)