

Registration Checklist

Below is a checklist of all the **REQUIRED** documentation that is needed to enroll a student into the North Providence School district. Please refer to the document *Residency* included in the registration packet for details about residency documentation. Before a registration will be accepted, the parent/guardian must provide all the required information. Please use this as a guide/checklist to ensure the most efficient registration process.

Please complete and sign all the following documents included within the registration packet:

- ☐ Specialized Services Section Form
- ☐ Release of Confidential Info Form (Special Ed only)
- ☐ Home Language Survey
- ☐ Release of Records Form (If transferring from another district)
- ☐ Student Registration/ Emergency Form
- ☐ Media/Information Release Form
- ☐ Kindergarten Questionnaire (Kindergarten students only)
- ☐ Athletic Form (High School only)
- ☐ Annual Health History Update
- ☐ Medical Authorization (optional)

Please provide:

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

Residency documentation:

- ☐ **Notarized** Affidavit of Residency by Parent (For homeowners and renters)
- ☐ **Notarized** Landlord Residency Affidavit (For renters only)
- ☐ Copy of mortgage statement dated within 60 days (For homeowners)
- ☐ A fully executed lease agreement or **notarized** letter from landlord or homeowner (For renters only)
- ☐ Copy of a major utility bill (ex, gas; electric; cable)
- ☐ 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:

- ☐ Last Medical Physical (Exam Record)
- ☐ Immunizations/ Vaccinations