

REQUIREMENTS FOR SCHOOL REGISTRATION

(It is mandatory that you BRING COPIES of the following items to registration)

<u>NEW STUDENTS</u> (First time, incoming student to Hartford Schools)	<u>TRANSFER STUDENTS</u> (Student moving from one Hartford School to another Hartford School)
1. <u>PROOF OF BIRTH</u> in the form of: -Birth Certificate or -Passport	1. Parent/Legal Guardian Photo I.D. (driver's license, or state issued photo I.D.)
2. Parent/Legal Guardian Photo I.D. (driver's license or state issued photo I.D.)	2. <u>PROOF OF ADDRESS</u> in the form of: -Lease; or -Rental Agreement; or Utility bill(i.e. phone, gas, light) or Certification of Residency- <u>Notarized</u> (if you live with someone else who is the owner/tenant)
*3. LEGAL GUARDIANSHIP document – Notarized (if applicable).	
4. <u>PROOF OF ADDRESS</u> in the form of:-Lease; or -Rental Agreement; or Utility bill(i.e. phone, gas, light) or Certification of Residency- <u>Notarized</u> (if you live with someone else who is the owner/tenant)	
<u>5. VERY IMPORTANT</u> - COMPLETED PHYSICAL EXAM FORM PERFORMED WITHIN THE PAST YEAR AND ALSO -COMPLETE IMMUNIZATION RECORD FROM THE CHILD'S DOCTOR.	

*NOTE: DOCUMENTS MUST BE NOTARIZED BEFORE COMING TO REGISTRATION