



Enrollment Documents

In accordance with State, and District guidelines, the following documents must be presented at the time of enrollment.

Lack of proper documentation can delay the enrollment process.

- Birth Certificate, Baptismal Certificate, or Passport.
- Proof of Residency—the following are acceptable
 - Tax bill showing land improvements
 - Lease agreement
 - Letter from the landlord stating complete address and township AND copy of landlord's tax bill**Utility bills, driver license, etc are NOT ACCEPTABLE**
- Immunization Records from physician
 - See attached for listing of required immunizations
- School Records
 - Last Report Card or Transcript
 - Grades to date at time of withdrawal from previous school
 - Name, complete address, and phone number of previous school
- Special Education Records (if applicable)
 - IEP (Individual Education Program)
 - ER (Evaluation Report)
 - Notice of Recommended Educational Placement
 - Psychological/Psychiatric Reports

Questions, please call Mrs. Ann Monaghan, Central Registrar at (570) 226-4557 ext. 3036