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Florida statutes 837.06 provide s that whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor of the second degree. If you falsify your residence when enrolling your child, you will be referred to law enforcement for prosecution.

SCHOOL ENROLLMENT/REGISTRATION CHECKLIST

- To enter kindergarten, children **MUST** be 5 years old on or before September 1st.
- To enter first grade, children **MUST** be 6 years old on or before September 1st **AND** show proof of having, successfully, completed Kindergarten.

To register your child in school, the following documentation is needed:

1. Verification of age (one of the following):
 - A. Certified Birth Certificate (**required for Pre-K & Kindergarten**) - no photocopies (school will make photocopy)
 - B. Insurance policy
 - C. Passport
 - D. School record
 - E. Certificate of baptism, accompanied by parent's affidavit
 - F. Authentic Bible record, accompanied by parent's affidavit
2. Proof of residence (one of the following sets of documents):
 - A. Copy of mortgage or lease/rental contract **AND** a copy of a recent (two months or less) electric bill in parent's/guardian's name
 - B. Copy of a recent (two months or less) electric bill in parent's/guardian's name **AND** affidavit from landlord verifying residency
 - C. Affidavit from head of household **AND** mortgage or lease/rental contract in the name of head of household **AND** a copy of a recent (two months or less) electric bill in name of head of household
3. Proof of Immunizations
 - A. **MUST** be on Florida Immunization Blue Card (Form 680)
 - B. All out-of-state immunizations **MUST** be transferred to Form 680
4. Proof of Physical Examination
 - A. **MUST** be within 12 months of 1st day of school enrollment
 - B. **MUST** be signed **AND** dated by a physician
5. Photocopy of student's Social Security Card
6. Academic History (provide any or all of the following)
 - A. Last (most recent) report card
 - B. Transcript
 - C. Withdrawal form
 - D. Special education information
7. Legal Documentation If you are not the legal guardian or residential custodial parent of a student OR there is a court decision regarding release of information related to custody/restraining orders, etc., state law **REQUIRES** that **one** of the following documents be provided for enrollment:
 - A. Court Custody Documentation stating specifications
 - B. Department of Children and Families Placement Letter
 - C. Educational Guardianship - notarized documents verifying parent/legal guardian of student is incarcerated