



## NEW STUDENT REGISTRATION CHECKLIST

Here is a list of information required to complete new student registration:

- \*  Completed Student Registration Form
- \*  Birth Certificate
- \*  Magnet Application (if applying to Magnet)
- \*  Kindergarten Survey (if entering Kindergarten only)
- \*  Application for Free and Reduced Priced Meals
- \*  Primary Home Language Survey completed (if language other than English)
- \*  Migrant Education Program employment Survey completed (if applicable)
- \*  Immunization/Health records from Doctor
- \*  Proof of Residency: see below

I. Proof of Burlington, Vermont residency from ONE of the following:

- a. Current tax bill.
- b. Current mortgage papers/closing statement showing a Burlington address and the name of the parent or legal guardian, or custodian.
- c. Formal lease showing the name, address and telephone number of the landlord Burlington address and name of lessee.
- d. A notarized letter from the landlord stating the address of the residence being leased and the name(s) of the lessee(s), along with the landlord's address and telephone number.

AND

II. Proof of Burlington residency from TWO of the following:

- a. Valid Vermont drivers license with Burlington address.
- b. Valid Vermont identification card with Burlington address.
- c. Valid voter registration card or receipt with Burlington address.
- d. Valid Vermont vehicle registration card.
- e. Current utility bill in your name.
- f. Valid Public Aid card.
- g. Current Burlington library card with your name and address.
- h. Valid automobile insurance card.
- i. Bank Statement for last or current month (financial information redacted).

IF— you **do not** have the documentation listed in sections I and II above then go to section III below--

III. Review Verification of Residency form to determine if you need to submit additional documentation or an affidavit.

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