

Name _____

Teacher _____

Phone _____

Registration Form _____

Release of Records Form _____

AMHERST REGISTRATION REQUIREMENT CHECKLIST

REGISTRATION REQUIREMENTS: (Registration cannot take place without the following documents.)

- _____ Certified (Originally Issued) Birth Certificate – Student
- _____ Immunization Record (as up to date as possible) – Student
- _____ Custody/Guardianship Documents/Divorce Decree Showing Child’s Legal Custody Status
- _____ Parent’s/Guardian’s Driver’s License/State Issued Identification or Other Photo Identification
- _____ Court Placement documents/Court Journal Entries for Foster Children
- _____ Any Documentation Pertaining To Special Education Needs (IEP/ETR/504 Plan/Medical Recommendations)
- _____ Any Documentation Pertaining To Prior Education (Transcripts/Final Report Cards/Assessment Results/Gifted Documentation/WEPS/WAPS)

RESIDENCY REQUIREMENTS: (Any **TWO** of the following documents will be required to prove residency. Utility bills and credit card statements are not a board-approved proof of residency.)

- _____ Lease or Purchase Agreement
- _____ Home/Property/Auto Insurance Bill
- _____ Paycheck (displaying your current address within the Amherst School District)
- _____ Food Stamp or Government Assistance Documents
- _____ Cable Bill or Cable Connection Paperwork
- _____ Property Tax Bill
- _____ Voter's Registration Card
- _____ Residency Affidavit – Both the owner of the residence and the occupant **MUST** have this document notarized and a second proof (listed above) will need to be provided.
*****Residency Affidavits are only valid for 60 days. After 60 days, the parent/guardian will be asked to prove residency with TWO of the above documents, other than the Residency Affidavit.*****