



## New Student Registration Checklist

The following documents are required for registration. Registration will not be processed unless **ALL** required documents are included and complete.

### **REQUIRED: Student Registration Information (complete one per student)**

- DCSD Administrative Transfer Form (*applies only to students leaving a DCSD school*)
- DCSD Authorization to Release Student Records (applies only to first grade and up)
- DCSD Registration Form
- Current Immunization Record
- This form is provided by your child's physician but does not have to be signed by the physician. If you do not have current immunization records or if your child has not been immunized, you are required to complete either the "Personal Reasons" or "Religious Reasons" exemption form. These exemption forms are available at the front office of American Academy.*
- Birth Certificate (the original plus one copy)

### **REQUIRED: Family Registration Information (complete one per family)**

- Proof of Residence (please bring the original plus one copy of one of the following):
  - Warranty Deed with Notarized Letter; OR
  - Deed of Trust; OR
  - Lease Agreement; OR
  - Tax Notice
- Expectations of Family Support Acknowledgement
- DCSD Parent Portal Access Form
- DCSD Authorization to Use Privately Owned Vehicle on School District Business

### **OPTIONAL: Registration Forms (complete only those that apply)**

- Full-Day Kindergarten Program Contract
  - Full-Day Kindergarten Authorization Agreement for Direct Payment
  - DCSD Home Language Survey
  - DCSD Student Residency Form
  - Family Economic Survey for Alternate Program Eligibility
- Complete this form if you wish to apply for financial aid with AA school lunches, uniform costs, school fees and field trip fees.