



New Student Registration Checklist

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

From the American Academy website (www.aak8.org > Enrollment > Registration) - *please complete one form per student!*

- DCSD Registration Form
- DCSD Authorization to Release Student Records (applies only to first grade and up)
- DCSD Health Information Form
- DCSD Acceptable Use Agreement
- DCSD Parent Portal Access Form
- DCSD Student Residency Form
- Colorado Migrant Education Program (MEP) Occupational Survey (eligibility survey for free educational services)
This form is required by the State of Colorado and DCSD even if not applicable.

From your personal records, one per student:

- Student Birth Certificate (the original plus one copy) for each student
- Current Student 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.
- One Form of Proof of Residency for your family (please bring the original plus one copy of one of the following):
 - o Warranty Deed with Notarized Letter; OR
 - o Deed of Trust; OR
 - o Lease Agreement; OR
 - o Tax Notice
 - o ***If parents are separated or divorced, each parent must provide a separate Proof of Residency.***
- Any legal documentation applicable to the family (parenting plans, restraining orders, etc.)