**![C:\Documents and Settings\nicole.cox\Local Settings\Temporary Internet Files\Content.IE5\NVS33HXM\MC900001225[1].wmf]()Richlands High School Checklist for Registration:**

**What needs to be provided by the parent/legal guardian:**

* Student’s Birth Certificate (certified copy)
* Student’s Immunization Record (original)
* Student’s Social Security Number (if available)
* A notarized statement signed by the friend or relative with whom you and your children are residing. The friend or relative’s address must be provided. (if applicable)
* Proof of Residence

\*\****CURRENT*** water bill, gas bill, or electric bill\*\*

*The proof of residence must be in the same name of the parent, legal guardian, friend, or relative with whom you are residing.*

* Photo Identification of the Parent or Legal Guardian
* Custody Papers (if applicable)
* Previous School Information
1. Name, Address, and Phone Number of the previous school
2. Withdrawal Slip
3. Copy of the ***LATEST*** report card or transcript
4. Copy of current schedule (if applicable)
5. Attendance Records (especially if interested in playing sports)

**Please answer the following questions:**

* Does your child have any of the following…
1. an IEP (Individual Education Plan)? \_\_\_\_\_\_\_\_\_\_
2. a 504 (Individual Accommodation Plan)? \_\_\_\_\_\_\_\_\_
* Is your child classified as…
1. AIG (Academically Intellectually Gifted)? \_\_\_\_\_\_\_\_\_
2. ESL/LEP (English as a Second Language/Limited English Proficiency)? \_\_\_\_\_\_\_\_\_

**PLEASE BE SURE TO BRING THIS SHEET WITH YOU WHEN YOU COME TO REGISTER YOUR CHILD AT RICHLANDS HIGH SCHOOL!**