



2020-21 SCHOOL YEAR

STUDENT REGISTRATION CHECKLIST

Please gather the following pieces of information before completing the registration process for your child:

- **Birth Certificate or Passport** - *for birthdate verification*

- **Immunization Records** - *Please transfer your records to the form enclosed, and sign and date it before turning it in.*

- **Proof of Address -Two Documents** - *Examples include utility bill, cell phone bill, rental agreement, bank statement insurance statement, or mortgage closing papers. All must be recent and have the parent or guardian's name listed.*

Submit the registration either online or through paper forms:

Online - Go to pps.net/enroll and click "Enroll in..." to get started. Submit the enrollment as early as possible.

Or

Paper Forms - Complete the two forms below and submit the completed packet to the school office as early as possible.

- **Vision & Dental Screening Form**- *For any child age 7 or younger.*

- **Completed School Registration Form** - *available at the school or online at the Portland Public School website pps.net/enroll*