



# Welcome to our school

Follow these steps to make registration as easy as 1, 2, 3

# 1

## Provide Documentation of:

- ▶ Immunization Records
- ▶ Proof of Age (Birth Certificate, Hospital or Baptismal records, etc.)
- ▶ Contact Information from your previous school

**IMPORTANT!** Contact the Enrollment and Transfer Center if you are not the legal parent/guardian of the student(s) you are attempting to enroll.

# 2

## Provide Two Original Documents As Proof of Residency

These documents must be dated within the last 30 days and reflect the home address of the parent/guardian and student. Documents may include any of the following examples:

### Financial Documentation

Bank Statement  
Pay Stub  
Credit Card Bill

### Utility Bills

Phone Bill  
Electric Bill  
Natural Gas Bill  
Water Bill

### Real Estate Documentation

Mortgage Agreement  
Rental Agreement  
Lease Agreement

### Government Documentation

Social Security Statement  
Unemployment Insurance  
WIC  
Oregon Health Plan

### Insurance

Home Insurance  
Rental Insurance  
Health Insurance  
Car Insurance

# 3

## Complete a Registration Form

They are available in the following languages:

English • 中文 • Русский • Soomaaliga • Español • Tiếng Việt

Please submit the requested documentation and completed registration form to the school secretary.

**We wish you a happy and successful year!**

If you have questions about this process or cannot provide the above information, please contact the Enrollment and Transfer Center at 503-916-3205.