

Remember to bring the following documents to register or transfer:

Proof of Student Identity & Age

- Birth certificate or other government-issued document (passport, military ID, birth registration, DHS/DOJ/DOS immigration and refugee resettlement forms)

Proof of Parent/Guardian Identity

- Photo ID of the parent/legal guardian (driver's license, passport, alien/permanent resident card, military ID, employment authorization card, ISAP card, DHS/DOJ/DOS immigration and refugee resettlement forms)

Proof of Address (only two (2) of the following examples are required)

- Complete, recent utility bill (gas, electric, water, telephone, or cable)*
- Deed or title to residential property
- Fully-executed, property sales agreement
- Military housing order
- Mortgage settlement sheet
- Original, signed (by landlord and tenant) lease agreement reflecting the name(s) of the parent(s)/guardian(s) as tenants
- Property tax bill or statement
- Recent bank or mortgage statement*
- Recent employer pay stub*
- Recent homeowner, renter, or medical insurance statement*
- Recent letter from Social Security Administration, Social Services, Maryland Vehicle Administration, Internal Revenue Services, or Maryland Judicial System*

*Recent = within the last sixty (60) days

Other Requested Documentation

- Academic records (recent report card and/or transcript)
- Individualized education program (IEP) or 504 documents (if applicable)
- Proof of custody/guardianship (if applicable)
- Health records (immunization history, lead test certificate, and physical/vision exam results) – new enrollees only

If you're registering for pre-k, you may also need to provide proof of monthly income dated within 30 days.