

## First Time Entry (All documents must be presented for admission)

- Students entering Pasco County Public Schools from public or private schools out of state or out of country

### Required Documentation

#### Evidence of residence:

\_\_\_ Owned residence – deed **or** property tax assessment records, **and** a copy of a current utility (electric/water) bill or initial order for service; **and** one of the following current documents supporting stated address: auto registration, Florida driver's license, Florida ID card, or voter registration as evidence that parent(s) owns and lives at the residence.

\_\_\_ Leased Residence – Current lease **or** rental agreement **or** a notarized letter from the landlord, **and** a copy of a current utility (electric/water) bill or initial order for service; **and** one of the following current documents supporting stated address: auto registration, driver's license, Florida ID card, or voter registration as evidence that parent(s) lives at the residence.

#### Other:

\_\_\_ Birth certificate (original required for copying) or other evidence of age.

\_\_\_ Physical (dated and signed by a health professional within one (1) year of enrollment (first day of school).

\_\_\_ Current DH 680 State of Florida Immunization Form that is transcribed by a health professional.

\_\_\_ Social Security number, if available (verify number with card; do not copy card). The district shall request each student enrolling in school provide his or her social security number as required by section 1008.386, Florida Statutes. Parent disclosure of their child's Social Security number is voluntary.

\_\_\_ Transcript, withdrawal grades, final report card

\_\_\_ Special Education Records – Most recent IEP, 504 Plan and Psychological evaluation

#### If applicable:

\_\_\_ Legal documents i.e., a copy of any current judgment of divorce (dissolution of marriage) or other court order establishing the right of custody will be required for registration

## Students Previously Enrolled Within the State of Florida

- Students Previously Enrolled in Pasco County Public Schools
- Students Previously Enrolled in Public School Within the State of Florida
- Students Previously Enrolled in Private School Within the State of Florida

### Required Documentation

### **Evidence of residence:**

\_\_\_\_ Owned residence – deed or property tax assessment records, and a copy of a current utility (electric/water) bill or initial order for service; and one of the following current documents supporting stated address: auto registration, Florida driver's license, Florida ID card, or voter registration as evidence that parent(s) owns and lives at the residence.

\_\_\_\_ Leased residence – Current lease or rental agreement or a notarized letter from the landlord, and a copy of a current utility (electric/water) bill or initial order for service; and one of the following current documents supporting stated address: auto registration, driver's license, Florida ID card, or voter registration as evidence that parent(s) lives at the residence.

### **Other:**

\_\_\_\_ A student who has previously been enrolled in a Florida school can attend for up to 30 school days until immunization records can be obtained. If after that time required immunization records are not available or incomplete, the student shall be temporarily excluded.

\_\_\_\_ If a student has ever been in a Florida public or private school at any time throughout his/her school career, a new physical examination is NOT required for entry.

### **If applicable:**

\_\_\_\_ Legal documents i.e., a copy of any current judgment of divorce (dissolution of marriage) or other court order establishing the right of custody will be required for registration

### **Homeless Students**

Authorized under Federal law through the McKinney-Vento Homeless Education Assistance Act, the Students In Transition (S.I.T.) Program provides services to ensure identified homeless children and youth have access to a free and appropriate public education by removing barriers due to homelessness. Additional information can be found at Students in Transition Program website.

### **Affidavit of Residency**

All students must reside with at least one parent or legal guardian. Proof of guardianship is a photocopy of the court order appointing guardianship. Under extenuating circumstances, a notarized Affidavit of Residence may be accepted if proof of residence can be validated. For additional information regarding this option, please visit your school of residence.

### **Legal Notices**

Additional information concerning parental/legal notices can be accessed at the district's Parent and Legal Notices website. We welcome parents and students to familiarize themselves with this information to ensure a safe and healthy learning environment for students.