

Miami-Dade County Public Schools
New Student Registration Requirements

OUT OF COUNTY - OUT OF STATE - OTHER COUNTRY - PRIVATE SCHOOLS

Miami-Dade County Public Schools is committed to the education of all children. Your child's enrollment in this school is very important. If you cannot produce any of these documents, please ask to speak to an administrator.

1. **PHOTO ID:** Only ONE Parent/Legal Guardian is authorized to register the student. Both parents have access but ONLY one can be the registering parent.

2. **PROOF OF LEGAL NAME AND AGE REQUIRED DOCUMENT**

Must Provide one of the following:

- A. Original Birth Certificate (**NAME CHANGE DOCUMENT IF MOTHER'S LAST NAME IS DIFFERENT ON ID**)
- B. Passport-(Need Birth Cert) or Certificate of Arrival in the U.S. showing age of child
- C. Certificate of Baptism with a Parent Affidavit
- D. Insurance policy on the child's life in force for two years
- E. Bona fide bible record with parent affidavit
- F. Transcript of school records of at least four years prior-stating date of birth
- G. Affidavit of age signed by parent and Certificate of Age signed by public health officer

3. **CURRENT VERIFICATION/PROOF OF ADDRESS**

Must provide two of the following current (No more than 30 days) and ORIGINAL forms:

- A. Electric deposit receipt or electric bill to include name and service address
- B. Water deposit receipt or water bill to include name and service address
- C. Cable or WIFI or Phone bill (NO Cell) to include name and service address
- D. Properly executed lease agreement to include name and address
- E. Monthly Mortgage/Rent Statement to include name and address
- F. Current Homestead Exemption Card
- G. Broker's or Attorney's statement of parents' purchase of residence

4. **HEALTH REQUIREMENTS – Must provide BOTH (2-Two) forms:**

- A. Student Health Examination (Physical) – **Form DH 3040** (Health examination must be performed within **one year prior to enrollment**)
- B. Florida Certificate of Immunization (Shot Records Certificate) – **Form DH 680** (From local health provider or private doctor)

5. **PREVIOUS SCHOOL RECORDS:**

For grade placement and verification of credits earned

- A. Current or Previous School Year Grades/Report Card to include promotional/current grade level
- B. Withdrawal Slip/Form from previous school to include DEUSS Date (First day of Kindergarten in the United States)

PreK Certificate of Eligibility (Necessary for all PreK registrations)