

**Staunton High School
New Student Enrollment Data**

For the safety and protection of our SHS students, the following information is required prior to the enrollment of all new students to SCUSD #6.

New Student Name _____ Birth Date: _____ Grade: _____

Date of Enrollment _____

Last school attended _____
(School Name) (City) (State)

Items needed to complete registration:

Copy of student's certified birth certificate Date: _____ Signature: _____

Illinois transfer form from prior school district Date: _____ Signature: _____

Transcript Date: _____ Signature: _____

Withdrawal Grades Date: _____ Signature: _____

Medical Records Date: _____ Signature: _____

Attendance Records Date: _____ Signature: _____

Discipline Records Date: _____ Signature: _____

IEP (if eligible for special education services) Date: _____ Signature: _____

Test Scores Date: _____ Signature: _____

Records Release Date: _____ Signature: _____

Completed Registration Form Date: _____ Signature: _____

Any new student enrolling at SHS will also have to prove residency with the following documentation:

Category I (One document required)

Most recent property tax bill and proof of payment

Mortgage papers (homeowners)

Signed and dated lease and proof of last month's payment (renters)

Letter from manager and proof of last month's payment (trailer park resident)

Housing letter (Military personnel)

*Letter of residence from landlord in lieu of lease **MUST BE NOTARIZED**

*Letter of residence to be used when the person seeking to enroll a student is living with a District resident **MUST BE NOTARIZED**

Category II (Three documents required)

Driver's license or state ID

Vehicle registration

Voter's registration

Most recent cable television **OR** credit card bill

Current public aid card

Current homeowners/renters insurance policy and premium payment receipt

Most recent gas **OR** electric **OR** water bill

Current library card

Receipt for moving van rental

Mail received at new residence

Approval from Mr. Fletcher _____

Signature

Date