

Documents for Registration at School

What documentation do I need to provide when registering my child at school?

- Child's birth certificate or other reliable proof of identity (see below*)
- Two proofs of residence, such as a property deed or current lease agreement in your name **and** a secondary document such as a current utility bill or a current tax bill or receipt
- Proof of child's recent preventative health care exam **
- Up-to-date Kentucky immunization certificate **
- Proof of an eye exam
- Proof of a dental exam
- Court documents pertaining to your child, if applicable

** You may register without these two documents, but your child may not attend school until they are on file.

* A legal copy of the child's birth certificate or another official document proving the child's identity and date of birth is required for school registration. Among the acceptable alternatives:

- Adoption records
- Valid passport or other federal government identification like a Social Security card
- Military identification or immigration card
- Valid Kentucky driver's license or permit
- Prior school records identifying student by name and date of birth; or
- Statement: "At this time, I am unable to provide the school with one of the acceptable forms of proof listed above. I understand that this constitutes written notice that Kentucky state law requires that I provide the certified birth certificate or one of the above-listed items to the school within 30 days of student enrollment. If I fail to do so, I understand that I will be reported to local law enforcement or the Kentucky State Police for investigation."

