

TABERNACLE TOWNSHIP SCHOOL DISTRICT

Registration Process

Step One: Make a registration appointment

- Person seeking to enroll a student should schedule an appointment.
 - Sign student out of current school.
 - Contact school registrar at 609-268-0150 ext. 1006.
 - A parent listed on the birth certificate or guardian with court issued documentation, must accompany the student for the enrollment process.

Step Two: Complete enrollment paperwork

- Enrollment paperwork is available on the school website, www.tabschools.org, and at the main office in Tabernacle Elementary School and Kenneth R. Olson Middle School.
 - Parents should complete the enrollment documents prior to arriving for their appointment.
 - Incomplete registration paperwork may lead to rescheduling an appointment.

Step Three: Bring the following documents to registration appointment

- Please bring the following documents when enrolling:
 - Current driver's license
 - 4 Proofs of residence (see attached Approved Proof of Residency documents)
 - Student's most recent report card, transcript and withdrawal form from the previous school
 - Student's immunizations records:
 - a. DPT - 4 doses - one dose to be administered after the 4th birthday
 - b. POLIOVIRUS VACCINE - 3 doses - one dose to be administered after the 4th birthday
 - c. MEASLES - 2 doses - first dose administered on or after the first birthday and the second dose administered no less than one month after the first
 - d. RUBELLA - 1 dose - administered on or after the first birthday
 - e. MUMPS - 1 dose - administered on or after the first birthday
 - f. HEPATITIS B VACCINE - 3 doses
 - g. VARICELLA - 1 dose

In addition to the above immunizations, Pre-School students (*up to 59 months of age*) are required to have the following:

- a. HIB - 1 dose - administered on or after the first birthday
- b. PCV - 1 dose - administered on or after the first birthday
- c. INFLUENZA VACCINE - 1 dose administered annually between Sept. 1st and Dec. 31st of each year
- A current completed physical form. *Enclosed is the physical form that should be taken to your physician and returned at the time of registration. If this is not possible, please have the appointment date available when registering.*
- Student's original or certified copy of birth certificate (with parents' name). For Kindergarten, child must be 5 years old before October 1st.
- Special education information, with copy of current IEP
- Custody agreement, if applicable

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APPROVED PROOF OF RESIDENCY DOCUMENTATION (4 Proofs Required)

The following forms of documentation may demonstrate a student's eligibility for enrollment in the district. Particular documentation necessary to demonstrate eligibility under specific provisions in law is indicated below.

MANDATORY - MUST PROVIDE AT LEAST ONE OF THE FOLLOWING:

- Property tax bills, deeds, contracts of sale, leases, mortgages, signed letters from landlords and other evidence of property ownership, tenancy or residency.

Provide Three of the Following:

- Current voter registrations, licenses, permits, financial account information, utility bills, delivery receipts, and other evidence of personal attachment to a particular location
- Court orders, State agency agreements and other evidence of court or agency placements or directives
- Receipts, bills, cancelled checks and other evidence of expenditures demonstrating personal attachment to a particular location, or, where applicable, to support of the student
- Medical reports, counselor or social worker assessments, employment documents, benefit statements and other evidence of circumstances demonstrating where applicable, family or economic hardship or temporary residency
- Affidavits, certifications and sworn attestations pertaining to statutory criteria for school attendance, from the parent, legal guardian, person keeping an "affidavit student," adult student, person(s) with whom a family is living, or others as appropriate
- Documents pertaining to military status and assignment
- Any business record or document issued by a government entity
- Any other form of documentation relevant to demonstrating entitlement to attend school

The totality of information and documentation you offer will be considered in evaluating an application, and, unless expressly required by law, the student will not be denied enrollment based on your inability to provide certain form(s) of documentation where other acceptable evidence is presented.

You will not be asked for any information or document protected from disclosure by law, or pertaining to criteria which are not legitimate bases for determining eligibility to attend school. You may voluntarily disclose any documents or information you believe will help establish that the student meets the requirements of law for the entitlement to attend school in the district, but we may not, directly or indirectly, require or request:

- Income tax returns
- Documentation or information relating to citizenship or immigration/visa status, unless the student holds or is applying for an F-1 visa
- Documentation or information relating to compliance with local housing ordinances or conditions of tenancy
- Social Security numbers