

Registrar's Office

Child's Name _____ Grade _____

Office Use Only Student ID# _____ Lunch/Library# _____
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Registration Checklist

Forms that needed to be filled out and returned to the Central Registrar's Office (located in the High School)

- Student Residency Form
- Registration Form
- Consent for Release of Records
- Health Information Form
- Physical Exam form (filled out by physician and parent signature)
- Or**
- Permission for school physician to perform exam (physical exam form signed)
- Dental Health Certificate Request (for grades Pre-K, K, 2, 4, 7 and 10 only)
- Computer Use Form (MS/HS only)
- Home Language Form
- Free/Reduced Lunch Application

Items that need to be copied and brought in to the Central Registrar's Office

- Copy of Driver's License
- Copy of Child's Birth Certificate
- Copy of Academic Records/Grades to date/Current Schedule/Transcript/NYS test scores
- Copy of Child's Immunization Records
- Custody or Guardianship Papers (if applicable)
- Special Needs Information (i.e. Special education, 504 plan)
- Proof of Residency- Copy of a combination of **two** of the following *suggested* items:
 - Current Lease Agreement
 - Current Rental Agreement
 - Current Mortgage statement/agreement
 - Recent Utility Bill, etc.

Proof of residency is required for every student upon enrollment regardless of having siblings or other relatives residing within BCSD

(Note: Driver's License DOES NOT serve as a Proof)