

REQUIREMENTS FOR NEW STUDENT REGISTRATION

*FIRST – Complete the online registration at <u>www.fortbendisd.com</u>

STUDENTS ARE NOT REGISTERED UNTIL ALL REQUIRED DOCUMENTS HAVE BEEN SUBMITTED AND APPROVED.

*Please note that **<u>all</u>** items are required to complete the enrollment process.

- 1. Proof of Residency (3 documents: must have name and physical address)
 - a. Copy of Lease or Deed (or mortgage/FBCAD statement)
 - b. Current Photo ID of Parent/Guardian (Driver's License)

*Address on ID must match lease/deed. To change address, go to DPS website.

- _ c. Current Utility Bill (Electric, Gas or Water within the last 30 days, NO PAST DUE)
- 2. <u>Birth Certificate of Student</u>
- 3. Social Security Card of Student
- 4. Current Immunization Record of Student

5. <u>Current Transcript</u> from previous school (*if coming from 8*th grade, we will need the last report and showing the student is premoted to 8^{th} grade)

report card showing the student is promoted to 9th grade)

ADDITIONAL FORMS REQUESTED IF:

- 1. The student is not currently living with parent(s): Notarized Power of Attorney Form
- 2. The parent(s) and the student are currently living with another family that resides in the Bush High School attendance zone: *Notarized FBISD Dual Residency Forms*
- 3. The parent(s) and the student have not moved into their home with an address in the Bush High School attendance zone, but will move within 30 days: Intent to Reside form.

STUDENTS MUST BE ENROLLED BY THEIR PARENT OR LEGAL GUARDIAN

FBISD Board Policy requires that a student under the age of 18 can be enrolled in a school only by a natural parent, a foster parent assigned by the state authorized entity, an adoptive parent, a court-appointed guardian who lives in Fort Bend ISD, or the person to whom any of the above have granted a Power of Attorney assigning responsibility for the student while enrolled in Fort Bend ISD schools. Additional information concerning Power of Attorney is available from the Registrar.

**PLEASE NOTE: All documents must be submitted by email or fax. Email: BHSRegistrar@fortbendisd.com Fax: 281-327-6194