

# BASIS DC Student Enrollment

## **BASIS Washington, D.C. Parent Registration Packet Checklist**

- Student's Name:
- Date of Birth:
- School Year:
- Grade:

**The following documents are required, and must be submitted as part of your completed registration packet once you have accepted an offer of enrollment. Once printed, please initial next to each item listed below to indicate it has been completed and signed by the parent/guardian.**

- \_\_\_\_\_ Student Registration Form
- \_\_\_\_\_ Media Release Form
- \_\_\_\_\_ Smart for Charters Notice
- \_\_\_\_\_ Student Record Transmittal Request
- \_\_\_\_\_ Washington, D.C. Proof of Residency Documentation Form (available from the Registrar)
- \_\_\_\_\_ Medical (including HPV) Record - DC Universal Health Certificate Form
- \_\_\_\_\_ Dental Record - DC Oral Health Assessment Form
- \_\_\_\_\_ COPY of student's proof of identity (e.g. birth certificate, passport, adoption records)
- \_\_\_\_\_ COPY of proof of residency within Washington, D.C. Note: the address on the document MUST match the address on the registration packet. See Residency Verification Guidelines for acceptable documents.
- \_\_\_\_\_ COPY of Parent/Legal Guardian's proof of identity (e.g. state issued ID)
- \_\_\_\_\_ COPY of up-to-date Immunization Records, or a completed Statement of Exemption from Immunizations form

### **Please provide the following documents (if relevant):**

- \_\_\_\_\_ Relevant custody information (e.g. court decision regarding sole custody, divorce decree order, foster care)
- \_\_\_\_\_ Medical Authorizations - Department of Health Medication Plan and Procedure, Department of Health Anaphylaxis Plan, or Department of Health Asthma Plan
- \_\_\_\_\_ Legal Alert (e.g. restraining order information)
- \_\_\_\_\_ 504/IEP/Evaluation

In accordance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title II of the Americans with Disabilities Act of 1990, the Boy Scouts of America Equal Access Act and applicable state law, BASIS\* does not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, disability, gender identity or expression, or any other classification protected by law in any of its business activities, including its educational programs and activities which comply fully with the requirements of state and federal law and Title IX. The following person has been designated to handle inquiries regarding BASIS' non-discrimination policies: Beverly Traver, Compliance and Equity Investigator, BASIS Educational Group, LLC., 7975 N. Hayden Rd, Scottsdale, AZ 85258, (480) 289-2088.

# BASIS DC Student Enrollment

\*As used in this policy, the term "BASIS" refers to: BASIS Educational Group, LLC, BASIS Charter Schools, Inc., BTX Schools, Inc., BDC, A Public School, Inc., BBR Schools, Inc., and all affiliated entities.