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

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