

# 2016 -2017 Beaufort High School Enrollment Packet

## Welcome to Beaufort High School!

In order to register your student for school please complete and return the attached New Student Application Form along with all of the documents listed below; failure to submit one or more documents will delay the enrollment process. Once your student is entered in our system you will receive an InfoSnap Code which will allow you to complete your student's application on-line. Please complete this on-line application process at your earliest convenience for it is needed to finalize your student's enrollment.

Documentation required for Registration: (documents below must be submitted w application)

- \_\_\_\_\_ New Student Application Form - completed and signed
- \_\_\_\_\_ Proof of Residency Form - signed w required documentation
- \_\_\_\_\_ Copy of final Report Card, Transcript or Withdrawal Grades (if mid-year enrollee)
- \_\_\_\_\_ Copy of student's Birth Certificate
- \_\_\_\_\_ Up-to-date Immunization Records
- \_\_\_\_\_ Photo ID of Parent or Legal Guardian

Once the completed application is submitted, an appointment will be scheduled with a School Counselor to complete the scheduling process.

Check one: NEW Student \_\_\_\_\_ . PREVIOUS BCSD Student \_\_\_\_\_ In-District Student \_\_\_\_\_

Student Name: \_\_\_\_\_ DOB \_\_\_\_\_

### *Previous School Information*

School Name: \_\_\_\_\_

School Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax number: \_\_\_\_\_

MY STUDENT HAS THE FOLLOWING (yes or no): IEP \_\_\_\_\_ 504 \_\_\_\_\_

Maureen Butler

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For School Personnel Only:

All documents have been collected (please initial) \_\_\_\_\_ Date received \_\_\_\_\_



## New Student Information for InfoSnap

Información de Estudiante Nuevo para InfoSnap

Note: This is the first step in the Beaufort County School District's enrollment process.

The remainder of the enrollment process is completed online through InfoSnap.

Nota: Este es el primer paso en el proceso de inscripción del Distrito Escolar del Condado de Beaufort.

El resto del proceso de inscripción se completa en línea a través InfoSnap.

STUDENT INFORMATION / INFORMACIÓN DEL ESTUDIANTE			
<b>Last Name / Apellido</b>	<b>First Name / Nombre</b>	<b>Grade / Grado:</b>	<b>Primary Phone Number / Número de Teléfono Principal</b>
<b>Birth Date / Fecha de Nacimiento</b>	<b>Gender / Sexo</b>	<b>Ethnicity*You must answer both questions / Etnicidad*Debe responder las dos preguntas</b> <b>1. Are you Hispanic or Latino? / ¿Eres Hispano o Latino?</b> ___ Yes / Si ___ No / No <b>2. What is your race? / ¿Cuál es su raza?</b> (Check all that apply / Marque todas las que aplican) <ul style="list-style-type: none"> <li><input type="checkbox"/> Asian / Asiático</li> <li><input type="checkbox"/> White / Blanco</li> <li><input type="checkbox"/> African-American / Afro-Americano</li> <li><input type="checkbox"/> American-Indian/Alaskan Native / Indio Americano/Nativo de Alaska</li> <li><input type="checkbox"/> Hawaiian-Pacific Islander / Hawaiano-Isleño del Pacífico</li> </ul>	
<b>Physical Address / Dirección Física</b>			
<b>Mailing Address / Dirección postal</b>			
<b>Neighborhood / Barrio</b>			

PARENT/GUARDIAN INFORMATION / PADRE O TUTOR			
Mother/Guardian / Madre/Tutor		Father/Guardian/Padre/Tutor	
<b>Last Name / Apellido</b>	<b>First Name / Nombre</b>	<b>Last Name / Apellido</b>	<b>First Name / Nombre</b>
<b>Home Number / Número de la Casa</b>	<b>Cell Number / Número celular</b>	<b>Home Number / Número de la Casa</b>	<b>Cell Number / Número celular</b>
<b>Email Address / Dirección de correo electrónico:</b>		<b>Email Address / Dirección de correo electrónico:</b>	

<b>What language would you like to complete the online portion of the enrollment process?</b> En qué idioma desea completar la porción en línea del proceso de inscripción?	<input type="checkbox"/> <b>English / Ingles</b> <input type="checkbox"/> <b>Spanish / Español</b>
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<b>I certify that the information provided on this form is accurate and complete /</b> Yo certifico que la información proporcionada en este formulario es correcta y completa:	
_____ Parent/Guardian Signature/Padre/Tutor	____/____/____ Date/Fecha

Has the student named above every received the following services (YES or NO)? IEP \_\_\_\_\_ 504 \_\_\_\_\_

For office use only	
Temporary InfoSnap Number	PowerSchool Student Number



## Beaufort County School District Proof of Residency for the 2016 - 2017 School Year

Beaufort County School District will require proof of residency for student enrollment for the 2016 - 2017 school year. Each student will be required to complete the enrollment packet. Proof of residency must be provided for enrollment to be complete.

Child's Name: \_\_\_\_\_ School: \_\_\_\_\_ DOB: \_\_\_/\_\_\_/\_\_\_\_\_

Child's Name: \_\_\_\_\_ School: \_\_\_\_\_ DOB: \_\_\_/\_\_\_/\_\_\_\_\_

Child's Name: \_\_\_\_\_ School: \_\_\_\_\_ DOB: \_\_\_/\_\_\_/\_\_\_\_\_

Child's Name: \_\_\_\_\_ School: \_\_\_\_\_ DOB: \_\_\_/\_\_\_/\_\_\_\_\_

Child's Name: \_\_\_\_\_ School: \_\_\_\_\_ DOB: \_\_\_/\_\_\_/\_\_\_\_\_

I, *(Parent/ Guardian Name)* \_\_\_\_\_, live at *(Street, City& Zip)* \_\_\_\_\_, which is located in the \_\_\_\_\_ *(School)*

school zone of Beaufort County School District.

You must provide documentation showing that **you live at** the address listed above. Please check and attach copies of the following documents. You should black out account and social security numbers on the documents. **All documents must be current and show the name and address of the parent(s)/ guardian(s) or person with whom you reside.**

Do you:    Own                     Rent                     Shared: Lives with \_\_\_\_\_  
**(must be present during registration)**

    o Relationship \_\_\_\_\_

    o Signature \_\_\_\_\_

Our family has not had a permanent residence since \_\_\_/\_\_\_/\_\_\_\_\_.

Address of last permanent residence: \_\_\_\_\_

Last school student attended: \_\_\_\_\_

### *Category A- One (1) document*

- Real Estate Tax Bill
- Signed Lease
- Mortgage Document
- Current Real Property Assessment
- Military Housing Letter
- Section 8 Letter
- Rental/Sublet Agreement (must be signed by landlord)

### *Category B - Two (2) documents*

- Gas Bill
- Electric Bill
- Water/ Sewer Bill
- Phone Bill (Landline)
- Cable Bill
- Pay Check Stub (within a month)
- Bank Statement
- W-2 Wage Statement
- Vehicle Insurance or Registration

Parent/Guardians will be given 30 days to obtain documentation of residency from the date of enrollment. If it is discovered that a student is living out of the attendance zone, the student will be removed/withdrawn from school and required to attend the school in the attendance zone of the primary residence. This also applies in the event that documentation is not provided within 30 days of enrollment.





## Beaufort County School District Proof of Residency for the 2016 - 2017 School Year

Child's Name: \_\_\_\_\_ School: \_\_\_\_\_ DOB: \_\_\_/\_\_\_/\_\_\_\_\_  
Child's Name: \_\_\_\_\_ School: \_\_\_\_\_ DOB: \_\_\_/\_\_\_/\_\_\_\_\_  
Child's Name: \_\_\_\_\_ School: \_\_\_\_\_ DOB: \_\_\_/\_\_\_/\_\_\_\_\_  
Child's Name: \_\_\_\_\_ School: \_\_\_\_\_ DOB: \_\_\_/\_\_\_/\_\_\_\_\_  
Child's Name: \_\_\_\_\_ School: \_\_\_\_\_ DOB: \_\_\_/\_\_\_/\_\_\_\_\_

### Affirmation and Warning

Please read the following statements and **initial each.**

\_\_\_\_\_ I affirm that the information presented in this verification form, in connection with any investigation of my residency or the residency and custody of the student, is true, complete and accurate.

\_\_\_\_\_ I understand that knowingly or willfully providing false information to a school district regarding the residency of a child for the purpose of enabling that child to attend any school in that district, the adult can be prosecuted for providing false information, a **misdemeanor with a penalty of up to \$200 or imprisonment for not more than 30 days and required to pay an amount equal to the cost of educating the child.**

\_\_\_\_\_ I understand that I will be liable for payment of tuition, fees and all other applicable fines if I knowingly enroll or attempt to enroll a child in the school of a school district on a tuition- free basis when I know the child to be a nonresident of the school district, unless the nonresident has a lawful right to attend.

\_\_\_/\_\_\_/\_\_\_\_\_  
Date                      Parent/ Guardian (Print Name)                      Parent/ Guardian (Signature)

### FOR OFFICE USE ONLY

\_\_\_/\_\_\_/\_\_\_\_\_  
Date                      Enrollment Personnel (Print Name)                      Enrollment Personnel (Signature)

- Form Complete
- Form Incomplete