



Cambridge Public Schools

FAMILY RESOURCE CENTER REGISTRATION CHECKLIST

15 UPTON ST, CAMBRIDGE, MA 02139 TEL. (617) 349-6551 FAX. (617) 349-6552 WWW.CPSD.US

Date of Application: _____ Grade Entering: _____

Student's Name: _____ Date of Birth: ____ / ____ / ____

- | | <u>RECEIVED</u> | <u>DATE</u> |
|---|-----------------|-------------|
| 1. Birth Certificate/Passport | [] | _____ |
| 2. Guardianship Papers (Notarized) | [] | _____ |
| 3a. Certificate of Address I: AFFIDAVIT OF RESIDENCY (Signed and Notarized) | [] | _____ |
| 3b. Certificate of Address II: RESIDENCY DOUBLING UP (Signed and Notarized, if applicable) | [] | _____ |
| 4. Proof of Residency:
(At least one document from <u>EACH</u> of the following columns) | | |

COLUMN A		COLUMN B		COLUMN C	
Deed or mortgage payment statement	[]	Gas bill*	[]	Valid MA driver's license, MA photo ID card, or passport	[]
Lease	[]	Oil bill*	[]	Vehicle registration	[]
Notarized letter from landlord	[]	Electric bill*	[]	W-2, payroll stub**, or bank statement**	[]
Section 8 Agreement	[]	Cable bill*	[]	Excise or property tax bill	[]
		* Dated within the last 30 days		** Dated within the last 60 days	

- | | <u>RECEIVED</u> | <u>DATE</u> |
|--|-----------------|-------------|
| 5. Student Registration Form | [] | _____ |
| 6. IEP - Referral to Office of Special Education | [] | _____ |
| 7. Language Survey Form | [] | _____ |
| 8. Certificate of Immunization | [] | _____ |
| 9. MA School Transfer | [] | _____ |
| 10. SES (Socio-economic status) Form | [] | _____ |
| FOR HIGH SCHOOL ONLY: | | |
| 11. School Records | [] | _____ |
| 12. Record Release Form | [] | _____ |
| 13. CPS Required Student Forms | [] | _____ |

FOR OFFICE USE ONLY: [Rev. 10/08]

Intake Initials _____ Date Completed _____ Date Incomplete _____