

**DAN SHELTON, ED.D**  
*Superintendent***REGISTRATION PROCEDURES*****Child must be five on or before August 31 for entry into Kindergarten***

To register your child for any school in the Christina School District, it will be necessary for you to present the following information at your child's feeder school:

**REQUIRED DOCUMENTS:**

- ❖ **Birth Certificate** (Official State Document with raised seal; not Hospital Birth Record)
  - State Certificate of Live Birth
  - Original preferred; good copy accepted
  - Valid Passport in lieu of birth certificate
  - Missing Birth Certificate –State of DE Vital Statistics 302-283-7130-University Plaza-Chopin Bldg.-or online - [www.vitalchek.com](http://www.vitalchek.com)
- ❖ **Current Immunization Records Including Tuberculosis Screening** – Refer to District website, [www.christinak12.org](http://www.christinak12.org), for detailed information. Immunization Hotline for State of Delaware: 1-800-282-8672
- ❖ **Record of Physical Examination** (completed with the last 24 months) -- Refer to District website, [www.christinak12.org](http://www.christinak12.org), for detailed information
- ❖ **Custody or Guardianship** (if applicable)
  - Official Court documents are required
  - Social Service Placement Letter (original)
- ❖ **Proof of Residence (Must have parent/guardian name and address on the document)**
  - Current Electric Bill (full page; service location must match mailing address)
  - Current, Valid, Signed and Dated Lease
  - Signed and Dated Closing Disclosure
  - Current rent receipt with property address and renter name
  - Current utility bill (full page; water, cable, phone, garbage, propane, oil)
  - Current property tax or sewer bill
  - Notarized Christina School District "Residence Verification" will be necessary if the proof of residence is not in the name of the parent/guardian, along with one of the above proof of residence items.
- ❖ **Picture ID of Parent/Guardian**
- ❖ **School Records – preferred**
  - Most recent Report Card from previous school (grades K – 8)
  - Most recent Transcript (grades 9 – 12)
  - IEP (Individualized Education Plan) or 504 Plan, if applicable

For additional registration information, you may contact your child's assigned school or the Education Options Office. For your convenience, you may access the Christina School District feeder search at [www.christinak12.org](http://www.christinak12.org). Click on "Schools and Programs" and follow the link to "Find your Assigned School".

Choice applications are available in all Christina School District schools or on the District website: [www.christinak12.org](http://www.christinak12.org) or you may contact the Education Options Office at 552-2665.