



## Registration Checklist

- Complete the Online Enrollment Application for New Students
  
- Submit proof of child's age  
*Examples include birth certificate or immunization records.*
  
- Medical Documents  
*Doctor's office copy of your child's current Immunization Record or Exemption Certificate are required. Immunizations must be on file with the school nurse prior to the child starting school.*
  
- Proof of Residency: All families must provide proof of residency
  - *Verification page from Polk County Assessor*
  - *A utility bill or cable bill showing the applicant's name, the address listed above and a recent date*
  - *A signed lease agreement showing applicant's name, the address listed above, and the dates of the current lease*

**Are you living with someone else?** If you share a home with another family but are not on the lease or not listed as an owner, you will be required to complete a co-residency form and your application will not be accepted until this is done. **We will not accept post office boxes as proof of residency.**

Items can be submitted by uploading directly into the online application or by in person delivery to the district office at 306 SW School St, Ankeny, IA 50023 .