



All NEW students must submit the following **REQUIRED** documentation.

Online pre-registration may also be required (see below)

If ANY items are missing, your enrollment will not be completed

- **Original Birth Certificate** (we will make a copy)
- **Picture Identification** from legal guardian
- **Unofficial Transcript/Report Card** – obtain from previous school
- **Proof of Residency** – 2 forms which must include a lease agreement or mortgage statement AND a current utility bill, bank statement, pay stub, etc) – showing address in HHS boundaries (see back)
- **A Permit/Open Enrollment Application** is required IF address isn't in HHS boundaries and must be approved BEFORE we can proceed with registration.
- **Immunization Record – MUST have:**
 - 5 DTap, DTP, DT
 - 1 Tdap (TD Booster)
 - 4 Polio
 - 2 MMR
 - 3 Hepatitis B
 - 2 Hepatitis A (if born after 7/1/1996)
 - 1 Varicella (Chickenpox) 2 required if 1st dose was given after 13th birthday)
 - Meningococcal 2 doses
- **Letter of Intent - if coming from a K-12 Charter school** (Paradigm, Providence Hall, Utah Virtual Academy, Summit Academy, etc.)

*****Online Pre-registration** is also required IF NEW TO JORDAN SCHOOL DISTRICT. If your student has EVER been a student in Jordan School District (K-12), online registration is NOT required.

If necessary, go to:

<http://planning.jordandistrict.org/enrollment/> then click on 'Temporary Account for New Student Enrollment'

Or follow the steps below:

- Jordan District.org
- Parents & Students tab
- Registration & Enrollment tab
- Temporary Account for New Student Enrollment