

## **INDIAN RIDGE MIDDLE #3471**

1355 S. NOB HILL RD

DAVIE, FL 33324

Main Office (754) 323-3300 Registration Office (754) 323-3307

Registration Office Fax (754) 323-3385

**Diana Castellanos, Registrar**

**Registration hours: 9:00am-12:00pm**

(diana.castellanos@browardschools.com)

http://indianridge.browardschools.com

### **REGISTRATION REQUIREMENTS**

#### ***STUDENTS WILL NOT BE ABLE TO ATTEND SCHOOL WITHOUT THESE REGISTRATION REQUIREMENTS***

**PROOF OF ADDRESS:** School Board Policy 5.1, Enrollment and Withdrawal, requires that the parent/legal guardian enrolling the student *must* provide **two(2)** proofs of address at the time of registration, **one(1)** proof from **Column "A"** and **one(1)** from **Column "B"**.

**PLEASE REFER TO THE BACK OF THIS PAGE FOR EXAMPLES OF SPECIFIC PROOFS OF ADDRESS.**

#### **HEALTH:**

1. Florida Certification of Immunization ***DH 680*** Health Form completely filled out. You can obtain this form from a Florida physician or the Florida Health Department. If a student is in the **7<sup>th</sup>** or **8<sup>th</sup>** grade, the form must show a current **Tdap (Tetanus, Diphtheria and Pertussis)** vaccine date and two doses of the **Varicella Vaccine**.
2. State of Florida School Entry Health Exam Form ***DH 3040***, with a date within the last 12 months.

#### **COPY OF BIRTH CERTIFICATE**

**STANDARDIZED TEST SCORES:** Needs to show the National Percentile, Scale Score, and Achievement Level for both Reading Comprehension & Math Applications.

Example: FSA, STANFORD, IOWA, TAKS, CAT, CTBS.

**REPORT CARDS:** All report cards for all grades of middle school are required when coming from a private school or any public school outside of Broward County. For enrollment at the beginning of **6<sup>th</sup> grade**, a final report card from **5<sup>th</sup> grade** is required. New **7<sup>th</sup> graders** must bring in a copy of their **6<sup>th</sup> grade** final report card. New **8<sup>th</sup> graders** must bring a copy of their **6<sup>th</sup> and 7<sup>th</sup> grade** final report cards.

**MID-YEAR WITHDRAWAL SLIP & WITHDRAWAL GRADES:** Proof from the school your child is presently attending showing grades earned at the time of withdrawal.

#### **WHERE APPLICABLE**

**Exceptional Student Education (ESE):** Students enrolling in ESE classes must present copies of the most recent Individual Educational Plan (IEP), (**EP for Gifted**), Psychological Report, and Placement/Eligibility Form.

**★ IMPORTANT ★**

*If the required documents are not received in the Registrar's Office within 30 days of enrolling your child, a possible visit from the School Social Worker will take place or your child could be withdrawn from school until the information is received.*

**REQUIRED PROOFS OF RESIDENCY**

***All documents must be current and include the name of the registering parent and residential address used for enrollment.***

<b>Column "A"</b>	<b>Column "B"</b>
<ol style="list-style-type: none"><li>1. Property tax bill</li><li>2. Homestead Exemption Card</li><li>3. Deed</li><li>4. Mortgage Statement</li><li>5. Home purchase contract, including specified closing date within 30 days of enrollment and copy of the deed to be provided within 60 calendar days of closing date</li><li>6. <b><u>Current NOTARIZED</u></b> Lease Agreement with the name and phone number of lessor/landlord</li></ol>	<ol style="list-style-type: none"><li>1. <b><u>Current</u></b> Utility bill (i.e., electric, water, waste)</li><li>2. <b><u>Current</u></b> telephone or cellular phone bill</li><li>3. Verification of tenancy letter from Homeowners or condominium association.</li><li>4. Declaration of Domicile Form from the County Records Department.</li><li>5. <b><u>Current</u></b> Florida Driver's License</li><li>6. Florida Identification Card</li><li>7. Automobile registration</li><li>8. Automobile Insurance</li><li>9. <b><u>Current</u></b> Credit Card Statement</li><li>10. <b><u>Current</u></b> two (2) consecutive bank account statements</li><li>11. United States Postal Service confirmation of address change request.</li></ol>