

TROPICAL ELEMENTARY SCHOOL

New Student Registration Checklist

New Kindergarteners (MUST BE Age 5 on or before September 1st)

- REGISTRATION PACKAGE COMPLETED AND RETURNED (All Forms)
- ORIGINAL IMMUNIZATION FORM 680
- PHYSICAL within the last year
- PROOF OF AGE (Birth Certificate)
- TWO PROOFS OF RESIDENCE (see below for approved proofs)

Transfers from Another Broward County Public or Charter School

- REGISTRATION PACKAGE COMPLETED AND RETURNED (all forms)
- TWO PROOFS OF RESIDENCE (see below for approved proofs)
- PROOF OF GRADE (last report card, transcript, A03 TERMS Printout)

Transfers from Out of State or Public/Private School in Florida

- REGISTRATION PACKAGE COMPLETED AND RETURNED (All Forms)
- ORIGINAL IMMUNIZATION FORM 680
- PHYSICAL within the last year
- PROOF OF AGE (Birth Certificate)
- TWO PROOFS OF RESIDENCE (see below for approved proofs)
- PROOF OF GRADE (last report card, transcript, A03 TERMS Printout)

PROOF OF RESIDENCE:

Submit current proofs of residence from the table below, based upon your type of residence

If you OWN or RENT your residence:

- Submit one document from Column A and one document from Column B

If you SHARE the housing of another person who owns/rents the home:

- Both the registering parent and owner/renter of the residence complete a notarized Affidavit of Shared Residence Form and,
- The owner/renter of the residence must submit one document from both Columns A and B; and,
- The registering parent must submit two documents from Column B.

All documents must be current, valid, and include the residential address used for enrollment.

Column A	Column B
<ul style="list-style-type: none"> • Property Tax Bill • Homestead Exemption Card • Deed • Mortgage Statement • Home Purchase Contract • Notarized Lease Agreement 	<ul style="list-style-type: none"> • Utility Bill (i.e, electric, water, waste) • Telephone or cellular phone bill • Florida driver's license • Florida identification card • Automobile registration • Automobile insurance • Credit card statement • Two consecutive bank account statements • U.S. Postal Service confirmation of address change request • Verification of Tenancy letter from the homeowners or condominium association. • Declaration of Domicile Form from the county Records Department