



Coconut Creek High School
 1400 Northwest 44th Avenue
 Coconut Creek, FL 33066
 754.322.0350 Main Office
 754.322.0481 Facsimile

Registration Checklist

Student Name: _____ **Grade Level:** _____

Only the custodial parent or legal guardian may register a student. To register, you must provide the following documentation.

- _____ **Birth Certificate**
- _____ **Student Registration Form**
- _____ **Emergency Contact Card**
- _____ **Code of Conduct**
- _____ **School Records** (Official transcript/Withdrawal form)
- _____ **Proof of Immunizations** (FL DH 680 form)
- _____ **Proof of Physical Examination**
- _____ **(2) Proofs of Address** (See below)
- _____ **Withdrawal from other school**
- _____ **Guardianship Documents**
- _____ **Foster Care Documents**
- _____ **Homeless Form**
- _____ **Does your child have a 504 or IEP plan? (Yes or No)**
- _____ **Does your child receive support from the English Language Learners Program? (Yes or No)**

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

If you OWN or RENT your residence:

- Submit one document from both Columns A and 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.
- 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.

If you answer "yes" to certain residency questions on the Student Registration Form you may qualify for the **HOMELESS EDUCATION PROGRAM** (HEP) under the McKinney-Vento Act.

The school will provide a referral to the district's Homeless Education Liaison and, if qualified, the student will be eligible for immediate services

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 • Verification of Tenancy letter from the homeowners or condominium association • Declaration of Domicile Form from the County Records Department • 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

You may submit all registration documents via e-mail to Ms. Val Lafavor-Brown at Val.Lafavor-Brown@browardschools.com or fax (754) 322-0440.

*For more information, please contact us at (754) 322-0350.