

<p style="text-align: center;">HAWKES BLUFF ELEMENTARY Registration Information 2025 - 2026</p>

Registration Process:

Step 1

- To verify that Hawkes Bluff Elementary is your zoned school, visit www.browardschools.com/school-locator.
- If you are not zoned for HBE and would like to apply for a reassignment, visit School Choice at: www.browardschools.com/schoolchoice.

Step 2

- Refer to the **2025-2026 Registration Checklist** (*see below*) for the required documents.
- To register your child for the 2025-2026 school year, please bring **completed** forms (*see links below for downloadable forms*), along with the required documentation, to the HBE front office.
(*Due to a four-day work week, schools are closed on Fridays, during summer break*)

2025 – 2026 Registration Checklist (see links for downloadable forms):

Complete the following Broward County Public Schools enrollment forms:

- ☐ **Student Registration Form:**
 - ☐ [English](#) | [Spanish](#) | [Haitian Creole](#) | [Portuguese](#)
- ☐ **Emergency Contacts Form:**
 - ☐ [English](#) | [Spanish](#) | [Haitian Creole](#) | [Portuguese](#)
- ☐ **Student Verification** – Official Birth Certificate or US Passport (bring original)
- ☐ **Proof of Immunization** – 680 Form
- ☐ **Proof of Medical Examination** – physical performed within the 12 months prior to initial enrollment.
- ☐ **Official transcripts and/or last report card (if applicable)**
- ☐ **Proof of Residence**
 - Submit one (1) document from **Column A** and one (1) document from **Column B**. Please note, signatures on leases are required to be notarized.
 - All documents must be current and include the name of the registering parent and residential address used for enrollment.
 - If the registering parent does not own or lease the home, the homeowner or lessor **MUST** provide one (1) proof of residency from both Columns A **and** B, and the parent/guardian must provide two (2) proofs from Column B. Additionally, both parties must sign a **notarized Affidavit of Shared Housing form**.
- **Shared Housing Form:** [English](#) | [Spanish](#) | [Haitian Creole](#) | [Portuguese](#)

<u>COLUMN A</u>	<u>COLUMN B</u>
<ol style="list-style-type: none"> 1. Property tax bill 2. Homestead exemption card 3. Deed 4. Mortgage statement 5. Property tax bill 6. Homestead exemption or homestead renewal receipt. 7. Home purchase contract, including specified closing date within 30 days of enrollment and a copy of the deed to be provided within 30 days of closing date 8. Properly executed, notarized* lease agreement with name of tenant and landlord and contact information for all parties (valid only through the expiration date indicated on the agreement. Upon expiration, parents must present a copy of the renewed or new agreement to the school office. 9. Current rent receipt with the name of the tenant and landlord and contact information for all parties <p><i>*In extenuating circumstances, notary may not be required.</i></p>	<ol style="list-style-type: none"> 1. Utility bill (i.e., electric, water, waste) 2. Telephone or cellular phone bill 3. Verification of tenancy letter from homeowners or condominium association 4. Declaration of Domicile Form from the County Records Department 5. Florida Driver's License 6. Florida identification card 7. Automobile registration 8. Automobile insurance 9. Credit card statement 10. Two consecutive bank statements 11. U. S. Postal Service confirmation of address change request

For additional registration information please visit: <https://www.browardschools.com/hawkesbluff>

Additional Information

• *Affidavit of Person Acting as Parent: In the event that a student is not living with a legal parent or guardian, a Person Acting as Parent Form must be completed and reviewed by the school. The purpose of this form is to verify the status of a person acting as parent pursuant to School Board Policy 5.1. Only notarized forms will be accepted. Submittal of this form does not guarantee enrollment at this school. The person acting as parent has the burden to show that the student's residence is not incident to the student's eligibility to enroll in a particular school's boundary and is due to extenuating circumstances.*

• *Schools have the right to verify any information provided by the student and/or the student's parent(s).*

• *A student whose parent(s) submit fraudulent information in an attempt to attend a school to which the student is not assigned shall be immediately withdrawn by the school and must be registered and enrolled in the appropriate boundaried school.*

• *Whoever knowingly makes a false statement in writing with intent to mislead a public servant in the performance of his or her official duty, shall be guilty of a misdemeanor of the second degree, punishable by law (F.S. 837.06) or guilty of perjury by false written declaration, a felony of the third degree (F.S. 92.525).*

• *For more information, please refer to Policy 5.1*