

Help Guide: Registration and Enrollment Required Documents

Chambersburg Area School District

The Pennsylvania Department of Education requires the following documents upon a student registration or new enrollment in the district:

- **Proof of Age**

- Options: Birth certificate; notarized copy of birth certificate; baptismal certificate; copy of the record of baptism - notarized or duly certified and showing the date of birth; notarized statement from the parents or another relative indicating the date of birth; a valid passport; a prior school record indicating the date of the birth
 - Note: Students registering for Kindergarten must turn 5 years of age before September 1st of the year in which they are planning to attend Kindergarten.

- **Parent/Guardian's Proof of Residency**

- Options: a deed, a lease, current utility bill, current credit card statement, property tax bill, vehicle registration, or DOT identification card indicating an address within the Chambersburg Area School District.
 - Note: items listed with "current" must show a date within three months prior to registration/enrollment
 - **Will Not Be Accepted: Mass mailings; circular flyers; package labels**

- **Record of Immunizations**

- Required Immunizations
 - Diphtheria/Tetanus (properly spaced, included one dose after 4th birthday)
 - Polio (properly spaced, included one dose after 4th birthday)
 - Hepatitis B (3 doses, properly spaced)
 - MMR (2 doses after 1st birthday, properly spaced)
 - Varicella - Chicken Pox (2 doses after 1st birthday, properly spaced OR proof of age and date when child had Chicken Pox)
- Options: shot records from doctor's office; immunization records from previous school.