



STUDENT REGISTRATION CHECKLIST

DOCUMENTATION REQUIRED TO REGISTER IN ARLINGTON PUBLIC SCHOOLS (APS):

1. Proof of the child's age and legal name

- Original Birth Certificate-** *If the original birth certificate is not in English, an official translation is required.*

2. Proof of Residency

Parents or court-appointed legal guardians are required to show proof that they live with their child in Arlington County

Families who own or rent property

If the child resides in a property that their parents or legal guardians own or rent. **THREE (3) documents must be provided.**

One (1) of the following documents must be provided:

- Deed-** *Showing that the student's parents/guardians owns and lives in Arlington.*
- Current Lease Agreement-** *In the parents/guardian's name signed by the lessor and lessee or tenant and landlord.*
- Settlement Documentation-** *From a new home purchase if the deed has not been recorded.*

AND

Two (2) of the following supporting documents that show the parent's/legal guardians name and address must be provided:

Current federal, state or property tax returns; current payroll; current vehicle registration; current utility bill; valid Virginia driver's license or government-issued ID; documentation of financial assistance from Arlington County, current bank statement, current homeowner or renter's insurance policy with address, voter registration, current income tax form 1099 or withholding W-2.

Families who live in the residence of someone else

Parents/legal guardians who live with their child in a shared housing situation. **FIVE (5) documents must be provided.**

All three (3) of the following documents must be provided:

- Form A-** Parent/Legal Guardian/Adult Student Residency Affidavit.
- Form B-** Statement of Arlington Resident Affidavit.
- Deed or Current Lease Agreement or Settlement Documentation** (*from a new home purchase if the deed has not been recorded*).

AND

Two (2) of the following supporting documents that show the parent's/legal guardians name and address must be provided:

Current federal, state or property tax returns; current payroll; current vehicle registration; current utility bill; valid Virginia driver's license or government-issued ID; documentation of financial assistance from Arlington County, current bank statement, current homeowner or renter's insurance policy with address, voter registration, current income tax form 1099 or withholding W-2.

Residency Forms A and B can be found on the APS website: <https://www.apsva.us/registration/required-documents/>

3. Proof of parent identity and relationship to student

Parents or court-appointed legal guardians are required to present a valid government issued photo identification.

One of the following must be provided:

- Any valid Government Issued Photo Identification
- Driver's License
- Passport

FORMS REQUIRED TO REGISTER IN ARLINGTON PUBLIC SCHOOLS

- Student Registration Form-** Complete this form for all new students registering or re-enrolling for Pk-12th grade.
- Pre-Kindergarten Experience-** Complete this form for students registering for Kindergarten.

MEDICAL DOCUMENTS

Not required to register, but the following must be submitted to the child's school prior to attending:

Immunization Records (*Grades Pre-K - 12*), Tuberculosis Test or Screening done within 12 months prior to starting school (*Grades Pre-K - 12*), physical examination done within 12 months prior to starting school (*Grades Pre-K - 5*).

EDUCATIONAL DOCUMENTS

Not required to register, but if available please submit school academic records or official transcripts from the previous school attended. If applicable, Individualized Education Program (IEP), 504 Plan, English Learners or Gifted records.

All registration forms are on the APS website at <https://www.apsva.us/registration/>