

**Palos Verdes Peninsula Unified School District  
Educational Services**

**REGISTRATION / ENROLLMENT REQUIREMENTS**

These are the requirements necessary for a completed registration packet for enrollment of a student who will be entering any school in the Palos Verdes Peninsula Unified School District.

1. **PROOF OF AGE** – Certified copy of birth certificate or valid passport. Child must be five (5) years old on or before December 2 of that school year when entering Kindergarten.
2. **IMMUNIZATION/HEALTH EXAM VERIFICATION** - Includes proof of all immunizations from your doctor or the health department. This form must be signed by a health care provider and needs his/her office stamp.
  - A. As of 1999, State Law mandates all children entering Kindergarten receive three (3) doses of Hepatitis B Vaccine.
  - B. All children enrolling in the PVPUSD MUST have the Mantoux Tuberculosis test with date and results. This is mandatory for all students.
  - C. All children entering kindergarten must have the varicella (chicken pox) vaccine, or documentation of the disease by a health care provider.
  - D. Yellow health folder must be filled out and signed.
3. **ELL TESTING** - If your child speaks English as a second language, testing will be done by the District if the Home Language Survey form indicates a need.

**4. RESIDENCY VERIFICATION**

Dear Parent or Legal Guardian:

The Palos Verdes Peninsula Unified School District may ONLY enroll students whose Parent or Legal Guardian resides within school district boundaries (*Education Code* Section 48204). Residence verification is a parent responsibility and falsification of information will be grounds for immediate cancellation of enrollment. There can only be one residence (*Government Code* Section 244). If parents live separately, the parent awarded custody and control of the child establishes the residence.

Present ONE (1) of the THREE (3) following options to verify your name and home address (***NO PHOTO COPIES ACCEPTED***):

1. Current Electric and Southern California Gas Bills \*
2. Current Electric Bill and Cable TV Statement \*
3. Current Electric and Water/Trash Bills \*

\* Must show parent/guardian name and service connection address. In addition, periodic home checks may be done.

RENTAL AGREEMENTS, RENT RECEIPTS, OR TELEPHONE BILLS **are not sufficient proof of residency**, unless accompanied by additional verification. You must present at least three (3) other acceptable documents (originals) listed below:

- Provide a current letter on PROPERTY MANAGEMENT COMPANY LETTERHEAD ONLY stating utilities are included in the rent.
- Current computer printout of DMV Car Registration (where you reside). (When you move, you must give your new address to the DMV within 10 days. **IT'S THE LAW**)
- Current Car Insurance Statement (at home, where you reside)
- Current Bank Statement (checking or savings - not checks)
- Current Verification of Residence Service Letter from So. Cal Edison \*\*
- Current Verification of Residence Service Letter from So. Cal Gas \*\*
- Current Moving Company Receipt from Prior Address to New Address
- California Identification Card
- Voter Registration Card

\*\* Must show parent/guardian name, address and date of service followed by utility bill that is presented to school within thirty (30) days.

Escrow papers WITH A CLOSING DATE OF 60 DAYS OR LESS AND NO CONTINGENCIES may be considered at the beginning of a school year.

For safety reasons, immediate notification of an address change is requested and must be received no later than thirty (30) days of the change; proof is required. Failure to do so may be cause for forfeiture of continuing enrollment. If false/inaccurate residence information is discovered, the student is subject to immediate withdrawal.