

## **Student Registration Information**

The Lewisburg Area School District operates with a centralized registration location. All registration is done at the Administration Offices, located at 1951 Washington Avenue, Lewisburg.

Please bring the following information when you come to register your child or children:

### Required Enrollment Documentation

1. Proof of Age – At least one of the following: an original birth certificate, a notarized copy of birth certificate, a baptismal certificate, a notarized statement from the parent showing the date of birth, or a valid passport.
2. Immunization Records. If you cannot bring this information, it can be faxed to our offices at (570) 522-3264.

Pennsylvania Mandates the Following Immunizations:

- A. Two doses of varicella (chicken pox) for all K-12 students – proof of immunization required, or proof of having had the disease
- B. Additionally, 7<sup>th</sup> graders (or older) must have the following
  - a. One dose of meningococcal conjugate vaccine (MCV)
  - b. One dose of tetanus, diphtheria, acellular pertussis (TDAP) if five years have elapsed since the last tetanus immunization.
3. Proof of Residency – At least one of the following: property deed, lease or purchase agreement, utility bill, credit card bill, property tax bill, vehicle registration, driver's license or other government issued identification card.
4. If you are not the natural (birth) parent / parents, you will need to bring a form of legalized guardianship paperwork.

### Other Helpful Enrollment Documents

1. Health and Physical Examination Records
2. Academic Records (e.g. current report card and / or class schedule)
3. Individualized Education Plan (IEP) or other Special Education Records
4. Sending School Information (Name, Address, Phone and Fax Number of the school the student is transferring from)

This is list provided for your convenience. Please make sure you have all required documentation when you come to register your child / children.

You may also download the **Student Registration Packet** from this website (Adobe PDF), print it, fill it out and bring it with you to registration.

If you have any questions concerning registration, please contact Joy Rager-Smith at (570) 522-3264.