



## School District of Osceola County, Florida

### 2015-2016 School Enrollment Information

The following documentation is required to register your student in an Osceola County school.

**Verification of Legal Name and Guardianship of Student** A parent must have 50% custody or more to register a student in Osceola County

- Birth Certificate

**Verification of Age**

- Birth Certificate – A certified Birth Certificate is required for Kindergarten and First Grade  
To enter **Kindergarten**, a child must be 5 years old on or before September 1.  
To enter **First Grade**, a child must be 6 years old on or before September 1.

**Verification of Immunization and Physical Exam**

- Florida Certification of Immunization, Florida Form 680 which can be obtained at the Osceola County Health Department located in Kissimmee or Poinciana or at a doctor's office.
- Proof of physical examination by a U.S. doctor within 12 months prior to the anticipated first day of school enrollment (i.e the first day the student attends school)
  - 30 day exemption will be granted for students who are previously enrolled in a Florida school

**Verification of Academic History**

- Last Report Card or
- Most current transcript
- Verification of Special Education Information (if applicable)
  - Current IEP
- Current 504 Plan (if applicable)

**Verification of residence in Osceola County** (one document from each category)

- Category 1: Mortgage document, current **properly executed\*** rental or lease agreement, property tax records
- Category 2: Current utility bill or receipt of utilities turned on or income tax records or proof of receipt of government benefits.
  - If you do not have a lease or deed in your name a Verification of Address must be obtained. (Information available on District website or on Proof of Residency Information sheet)

**If person registering is not on the birth certificate, one of the following must be provided:**

- Court Custody Documentation (this includes divorce decree)
- Department of Children and Families Placement Letter
- Educational Guardianship (given only when parents or custodial parent lives outside of Osceola County or adjacent counties of Polk, Orange, Lake or Brevard). This document is available at Student Services  
Supporting documentation is required.

\*A Properly Executed Rental Agreement or Lease will include the name, signature and contact information of both the leasee and the leaser, contain all pages and be current at the time of registration.