

## **ENROLLMENT REQUIREMENTS FOR BELLAIRE HIGH SCHOOL**

***YOU MUST HAVE ALL OF THE FOLLOWING RECORDS AND DOCUMENTS TO BE ENROLLED. NO EXCEPTIONS.***

- I. PARENT OR LEGAL GUARDIAN (**AS APPOINTED BY THE COURTS**) MUST ACCOMPANY THE STUDENT. LEGAL DOCUMENTS MUST BE PROVIDED IN SITUATIONS INVOLVING DIVORCE AND/OR LEGAL GUARDIANSHIP. PARENTS WILL BE ASKED TO PROVIDE THEIR DRIVER'S LICENSE OR PHOTO ID (**NOTE: The address on the photo ID must match the proof of residence address presented**).
  
- II. **PROOF OF ADDRESS OF PARENT OR COURT APPOINTED GUARDIAN.**
  1. IF LIVING IN A HOUSE, THE **MOST RECENT ELECTRIC, GAS, OR WATER BILL** WHICH SHOWS BOTH THE SERVICE ADDRESS AND THE BILLING ADDRESS.
  2. IF LIVING IN AN APARTMENT, A LEASE NAMING THE PARENT/GUARDIAN AND STUDENT AS RESIDENTS OR A LETTER FROM APARTMENT MANAGER ON APARTMENT LETTERHEAD STATIONERY. THIS LETTER SHOULD STATE WHO THE STUDENT LIVES WITH BY NAME (must be a parent/guardian) AND IN WHAT APARTMENT. THE LETTER MUST BE SIGNED BY THE APARTMENT MANAGER AND CONTAIN A PHONE NUMBER WHERE WE MAY CALL THEM.
  
- III. **PROOF OF AGE/IDENTITY**
  1. BIRTH CERTIFICATE **OR** PASSPORT (**ONLY IF** STUDENT HAS NEVER ENROLLED IN A UNITED STATES SCHOOL).
  2. SOCIAL SECURITY CARD **IF STUDENT** HAS AN ASSIGNED NUMBER
  
- IV. **HEALTH RECORDS-- STUDENTS CANNOT ENROLL IF THEIR IMMUNIZATIONS ARE NOT UP TO DATE**
  1. THREE DOSES OF DIPHTHERIA-TETANUS (DT) BOOSTER WITHIN THE LAST 10 YEARS
  2. THREE DOSES OF POLIO BOOSTER. LAST DOSE SINCE THE AGE OF FOUR.
  3. TWO DOSES OF MEASLES, MUMPS, RUBELLA. BOTH ON OR AFTER FIRST BIRTHDAY.
  4. HEPATITIS B SERIES, THREE DOSES.
  5. VARICELLA (CHICKEN POX)- RELIABLE HISTORY OR 1 DOSE; 2 DOSES REQUIRED IF CHILD 13 AND OLDER WHEN FIRST DOSE IS RECEIVED.
  
- V. **SCHOOL RECORDS FROM YOUR LAST SCHOOL**
  1. REPORT CARD FROM THE PREVIOUS SEMESTER. FOR INCOMING 9<sup>TH</sup> GRADERS, 8<sup>TH</sup> GRADE REPORT CARD SHOWING "Promoted to 9<sup>th</sup> Grade."
  2. UNOFFICIAL TRANSCRIPT--MUST PROVIDE A TRANSLATION IF IN ANOTHER LANGUAGE) AND **INCLUDE A GRADING SCALE.**
  3. WITHDRAWAL FORM FROM PRIOR SCHOOL IF REGISTERING DURING THE SCHOOL YEAR.

**DURING PEAK REGISTRATION TIMES ALLOW A MINIMUM OF TWO HOURS.**

**IT IS A SLOW PROCESS TO CHECK ALL OF YOUR PAPER WORK.**

**PLEASE BE PATIENT AND WAIT YOUR TURN.**

- FOR **EARLY REGISTRATION**, PLEASE FURNISH 3 COPIES OF RECORDS AND DOCUMENTS.

**THESE REQUIREMENTS EXCEED HISD ENROLLMENT REQUIREMENTS.**