



Requirements for Enrollment

Enrollment Hours: 7:30am – 1:00p.m.

(SUBJECT TO CHANGE DURING SUMMER)

Students transferring from a Duval County Public School

Must provide the following at the time of registration:

- Enrollment form
- Withdraw Form/Report Card
- Birth Certificate
- **(2) Proofs of Address (Must be in the name of Parent or Legal Guardian)**
- Picture I.D.

Students transferring from Out of County / Non-Public School

Must provide the following at the time of registration:

- Enrollment Form
- Withdrawal Form/Report Card/Transcript
- Birth Certificate
- **Immunization Record (Florida Statue Section 232.032):** Students who do not present required certification of immunization or an exemption should be refused admittance and referred to their physician or the Health Department.
- **(2) Proofs of Address (Must be in the name of the Parent or Legal Guardian)**
- Picture I.D.

The following are acceptable proof of address:

(2) Proofs are required

*JEA (electric bill)

*Mortgage Statement

*Lease Agreement (Must be from a company, not a private individual)

*Credit Card Statement (not a department store card)

* Mail forwarded to the current address and containing a Yellow U.S. Post Office Forwarding address sticker