

How to enroll

Bring the following information with you:

1. Results of a physical (school-entry health exam) performed within one year of the date (**for Out of County enrollment**).
2. One Proof of address. Acceptable documents include:
 - a Jacksonville Electric Authority (JEA) bill,
 - a credit card statement,
 - a mortgage agreement,
 - a lease agreement (from a company, not a private individual) or
 - a piece of mail forwarded to the current address and containing a yellow U.S. Post Office forwarding address sticker.
3. Proof of all required immunizations (Florida certification of immunization, DH Form 690) or an exemption (**for Out of County enrollment**).
4. **Students enrolling from Out of County or Private Schools who have never attended any duval county public school should include:**

Certified birth record. Acceptable birth records include:

 - the original certified birth record;
 - a duly attested transcript of the child's birth record filed according to law by a public officer charged with recording births;
 - a duly attested transcript of a certificate of baptism showing the date of birth and place of baptism, accompanied by a sworn affidavit by the parents;
 - an insurance policy on the child's life that has been in force for at least two years;
 - a bona fide contemporary Bible record of the child's birth, accompanied by an affidavit sworn to by the parents;
 - a passport or certificate of arrival in the United States showing the age of the child; or
 - a transcript of record of age shown in the child's school record of a least four years prior to application and stating the date of birth.
5. **Previously enrolled in another school:**

When a child has been enrolled in another school district, parents are asked to provide the latest report card from that district.
6. Optional: a Social Security number.