



Toltec School District
3315 N Toltec Road
Eloy, Arizona 85131
District 520/466-2360

REGISTRATION PROCEDURES FOR NEW STUDENTS

- Toltec Elementary School 520-466-2350
- Arizona City Elementary School 520-466-2450

Student Name:

DOB

Parents/Guardians must provide the following documentation upon enrollment:

Parents/guardians must be present and provide a government issued photo identification.

Immunization Records

All students entering Arizona public schools are required by law to be immunized. Proof of immunizations or a signed waiver is required at the time of enrollment and must include the name of the person, the birth date, the type of vaccine administered, and the month, day and year of each immunization. (ARS 15-872)

Birth Certificate

A birth certificate is required to verify the correct legal name and birth date of the student. In compliance with federal, state, and district guidelines, all students are enrolled using the legal name on the student's birth certificate. If there has been a court-ordered name change, a copy of the court document must be provided at the time of enrollment. (ARS 15-828)

Proof of Residency

ARS 15-802(b) requires school districts to obtain and maintain verifiable documentation of Arizona residency upon enrollment in an Arizona public school. The documentation must be provided each time a student enrolls in a school district, and reaffirmed annually. *Utility Bill (gas, electric, home telephone, water, cable) *Purchase or Escrow Agreement *Lease or Rental Agreement

Affidavit of Residency

If you are residing in the home of a relative or friend, you must provide a notarized Affidavit of Residency from the owner/renter. The owner/renter of the home must provide the same proof of residency documentation noted above with the Affidavit.

Withdrawal Form

Please present the withdrawal form from the most recently attended school.

Legal guardianship or custody papers are required if applicable:

*If an adoption has taken place; *If student lives with one custodial parent as the result of a divorce; *If the student lives with anyone else, i.e. grandparents, aunt, uncle, sibling, friends or other relatives

Individual learning plans, evaluations, and other related documents

Students receiving special services (special education, gifted, ELL and 504 services) are encouraged to provide copies of these documents upon enrollment, if available.

Support Programs Form

You must complete the Support Programs Form to determine eligibility for potential services as a homeless individual.

COMPLETE ENROLLMENT FORMS As a convenience to parents, registration forms are available on-line to complete, print and sign prior to enrolling your child at the school. You may also complete an enrollment packet at the school office at the time of registration.

KINDERGARTEN ENROLLMENT Children must be **five years old** on or before August 31st of the enrolling year to be eligible for kindergarten. No children will be enrolled unless they are five years old on or before August 31st of the enrolling year.

Staff Verification Initials/Signature

New Student Registration Info 2016-2017