



## New Student Registration Checklist

Dear Parent:

To register your child in the Peters Township School District, the following must be completed:

- **Online registration forms (via link provided on the District website)**
- **Proof of Child's Age:**  
Acceptable documentation includes: birth certificate, notarized copy of birth certificate, baptismal certificate, copy of record of baptism, a notarized or duly certified document showing the date of birth, notarized statement from the parents or another relative indicating the date of birth, a valid passport, or a prior school record indicating the date of birth.
- **Immunizations Required by Law:**  
Acceptable documentation includes: a child's immunization record or a written statement from a medical office that all required immunizations have been administered. *(Documents must be provided prior to the first day of school. Students may be excluded from school if required vaccinations are not submitted.)*
- **Proof of Residence (Three Required):**  
Acceptable documentation includes:
  - Deed or lease.
  - Sale, mortgage or lease agreement as temporary proof of future residency. After the initial registration period allowed by Board policy for future residents, the individual claiming residency must submit one (1) other proof of residence not including the agreement already submitted. Failure to do so will result in the student(s) being removed from school rolls.
  - Valid driver's license or PA Department of Transportation identification card.
  - Auto registration.
  - Current utility bill.
  - Current credit card bill.
  - Property tax statement or bill.
  - Check stubs from wages, public assistance, or Social Security.

These completed documents may be scanned and uploaded through the online registration portal. Hard copies will also be accepted.

A link to the registration portal may be found at:  
<http://www.ptsd.k12.pa.us/NewStudentEnrollment.aspx>

A child should be permitted to attend school on the next school day after the day on which the child is present for enrollment, and in all cases within five (5) business days of the school district's receipt of the required documentation. 24 P.S. 13-1301-13-1306