

Waldwick Public Schools

New Student Registration

What to Bring Checklist:

The following forms of documentation may demonstrate a student's eligibility for enrollment in the district*.

1. **Proof of Birth**, any one of the items listed below;

- Original Birth Certificate
- Passport

2. **Residency Documentation**, any one of the items listed in category A and any one of the items in category B;

Category A

- Property Tax Bill for my residence
- Deed or Lease for my residence
- A notarized affidavit from the owner of my residence and myself stating that I reside at that residence on a full time basis. Affidavits are available on the website.
- Contract of Sale for my residence

Category B

- PSE&G Bill dated within the last 2 months
- Drivers License
- Mortgage Statement dated within the last 2 months
- Water Bill dated within the last 3 months
- Home or Apartment Insurance Certificate
- Bank Statement dated within the past 2 months

3. **Updated Immunization Record** from your child's doctor including month, day, and year of all required immunizations

4. **Documentation of a Physical and Eye Examination** dated within the last 364 days.

Registration is done by appointment only. Appointments can be made by calling the school office;

Crescent Elementary School 201-445-0690
Traphagen Elementary School 201-445-0730

*Please be aware that any initial determination of the student's eligibility to attend school in this district is subject to more thorough review and subsequent re-evaluation, and that tuition may be assessed in the event that an initially admitted student is later found ineligible. If your student is found ineligible, now or later, you will be provided the reasons for our decision and instructions on how to appeal.