

PROOF OF PARENTAGE (for Enrollment in BPS Schools)

- Photo ID
- Child's ORIGINAL birth certificate (with official translation if not already in English)
- Custody/divorce legal documents, where applicable OR notarized parent release letter if second parent does not live in the same household
- ORIGINAL legal guardianship documents, where applicable
- SIGNED foster letter of placement, where applicable

PROOF OF RESIDENCY (for Enrollment in BPS Schools)

Homeowners:

- **Recorded** deed (with Liber Number in the top right corner)
- Homestead taxes with **100% P.R.E.**
- **2 different and most recent** utility bills
- Proof of car insurance
- Photo ID

Renters:

- Lease signed by both parties (the parent who is both on the lease and birth certificate must be enrolling the child.)
- Statement of Landlord (available online), completed and signed
- 2 different and most recent utility bills
- Proof of car insurance
- Photo ID

Shared:

- **Both the resident** (homeowner or renter) and **parent** must be present for the enrollment.

Proof of Residency: see previous list for documents needed from resident

Proof of Parentage

- 3 valid pieces of mail with address and parent name (i.e. hospital or doctor bill, pay stubs, cell phone bill)
- Proof of car insurance
- Photo ID
- Child's ORIGINAL birth certificate
- Custody/divorce legal documents, where applicable OR notarized parent release letter if second parent does not live in the same household

FAMILIES WITH INCOMPLETE DOCUMENTATION WILL BE ASKED TO RETURN WITH PROPER DOCUMENTS TO COMPLETE ENROLLMENT.