

How to Register a Student at Shore Regional High School

Please call or email Mrs. Novellino at (732) 222-9300 x2150/cnovellino@shoreregional.org. After paperwork is reviewed, we will make you an appointment to register with a Guidance Counselor.

- **PROOF OF RESIDENCY: (3 Forms are required) documents must show your name and the address. One primary form and two secondary forms.**
 - Primary: Mortgage statement/tax bill or lease in your name and two of the following secondary forms:
 - Electric Bill
 - Gas Bill
 - Telephone
 - Cable Bill

We **can only accept the following** if the above main forms have already been provided: driver's license, bank statements, credit card statements, insurance cards, or medical insurance bills.

RENTING FROM RELATIVES / FRIENDS

- If you are planning on renting from relatives or friends, you need to establish domicile in their residence.
 - If your relatives / friends are **renting** the residence, **you must be either cited on the lease or have a notarized letter from the owner of the property.**
 - If your relatives / friends **own** the residence, **you must be cited on one of the utility bills as well as have a notarized letter from the owner detailing the rental agreement.** They must also supply a mortgage statement/tax bill (proof that they own the property) and two current utility bills in their name.
- **Transfer card from previous school** - The student must be officially withdrawn from his or her former school.
 - **Health Records** – Please supply a copy of immunization records (can be obtained from your school or doctor's office)
 - **Birth certificate or Passport.**

- **Other documents:** (your child's former school will provide these for you)
 - Last report card,
 - Official High School Transcript, (10th, 11th, 12th grade),
 - Attendance/discipline records
 - Standardized testing scores,
 - IEP, 504 Plan or ESL testing if applicable.

- These documents are necessary in order to properly place your child and to provide appropriate services.

- **Divorced or Separated Parents:** You must provide proof that you are the custodial parent. We will need a copy of the divorce decree indicating that you have residential / joint custody at the time of registration.

- **Domestic Partners:** If there is no legal documentation indicating custodial rights, you must bring a notarized letter from the child's mother / father stating that they are aware and agree that the child will be enrolled at Shore Regional High School.