THOMAS S. WOOTTON HIGH SCHOOL - ENROLLMENT CHECKLIST

STUDENT NAME: _____________________________ DATE: ___________
PREVIOUS SCHOOL: __________________________ GRADE: _________

REQUIRED DOCUMENTS FOR ENROLLMENT

PROOF OF RESIDENCY

HOMEOWNER:

• Current Property Tax Bill (if it’s a new residence, a copy of the closing Settlement or Disclosure Statement)

RENTER:

• Lease less than 1 year: Copy of current lease
• Lease more than 1 year old: Copy of lease and current utility bill

INFORMATION REQUIRED

_Parent Identification (Driver’s License or Photo ID)
_Student Birth Certificate or Passport (If passport is submitted form 560-24a required)
_Up-to-Date Immunization Record
_Copy of IEP or 504 (if applicable)
_Unofficial Transcript (Indicating high school courses taken for credit – Grades 9-12 or 7th and 8th grade report cards)
_Clearance/Withdrawal from last school attended (if entering after the 1st day of the new school year)

FORMS REQUIRED

• New Student Enrollment form (MCPS Form 560-24)
• Student Emergency Form (MCPS Form 565-1)
• Authorization to Release Records Form (Required if new to MCPS – MCPS Form 550-2)