Loudoun County Public Schools

Registration Checklist for Parents

What is needed for your child’s initial school registration?

The following **bolded** items are **required** for your child’s initial school registration:

- **Completed Online Pre-registration or paper Registration Form** (completed and signed)
- **Birth Certificate** (original or certified copy) or **Notarized Affidavit**
- **Parent/Guardian Photo ID**
- **Student Photo ID**
- **Proof of Primary Residence** (provide one the following: signed deed, signed lease, settlement papers, recent mortgage statement, or notarized shared housing document)
- **Legal/Custody Papers** (if applicable)

These remaining items may be submitted at the initial registration but **MUST** be returned prior to the **1st day of school**:

- **Bus Transportation Request** (or online)
- **Pre-K Data Collection Form** (or online)

Physical/Immunization Form: Immunizations will be verified by the school nurse or health clinic specialist. Parents/guardians will be notified if any requirements are missing.

- Pg. 1 - **Signed** and dated by Parent
- Pg. 2 - **Immunizations** present
- **Signed** and dated by MD, NP, PA, RN
- Pg. 4 - **Physical date & TB screening date** within required limits
- **Signed** and dated by MD, NP, PA, RN

**Please Note:** Enrollment is a time-sensitive process. Please return any missing items to your school promptly to avoid possible delays. Additional residency verification may be requested.