

# 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.