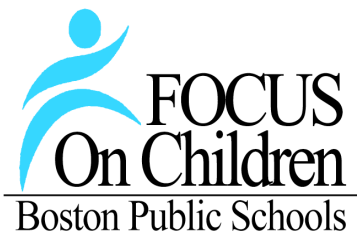


# NEW! BPS Registration Document Checklist



All families registering a new student with the Boston Public Schools must bring the following required documents to a BPS Family Resource Center as part of their registration process. Applications cannot be processed without these documents.

## ALL of these:

- Child's original **birth certificate, I-94 form or passport\***
- Child's up-to-date **immunization** record (see below)
- Parent/Guardian's **photo identification**

\*Use of Passport requires completion of BPS Parent Affidavit

## TWO of these:

Residency documents must be pre-printed with the name and current address of the student's parent/guardian. Items cannot be from the same bullet

- A **utility bill** (not water or cell phone) dated within the past 60 days
- A **deed or mortgage payment** dated within the past 60 days, or a **property tax bill** dated within the last year
- A current lease, section 8 agreement, or BPS residency affidavit
- A **W2 form** dated within the year, or a **payroll stub** dated within the past 60 days
- A **bank or credit card statement** dated within the past 60 days
- A letter from an **approved government agency\*** dated within the past 60 days

\***APPROVED GOVERNMENT AGENCIES:** Departments of Transitional Assistance, Revenue (DOR), Children and Family Services (DCF), Transitional Assistance (DTA), Youth Services (DYS), Social Security, any communications on Commonwealth of Massachusetts Letterhead

Grade:	K0 (age 3)	K1/K2 (ages 4-5)	Grades 1-6	Grades 7-12
<b>Hepatitis B:</b>	3 doses	3 doses	3 doses	3 doses
<b>DtaP/DTP/ DT/Td:</b>	≥4 doses DtaP/DTP	5 doses DtaP/DTP	≥4 doses DtaP/DTP or ≥3 doses Td	4 doses DtaP/DTP or ≥3 doses Td+1 dose Td booster; 1 of the above must be Tdap for entry into grade 7
<b>Polio:</b>	≥3 doses	4 doses	≥3 doses	≥3 doses
<b>Hib:</b>	1-4 doses	0	0	0
<b>MMR:</b>	1 dose	2 doses	2 doses measels, 1 mumps, 1 rubella	2 doses measels, 1 mumps, 1 rubella; 2 doses MMR for entry into grade 7
<b>Varicella (chickenpox):</b>	1 dose*	2 doses*	2 doses*	2 doses for entry into grade 7; 2 doses if ≥age 13 at first vaccination; 1 dose if <age 13 at first vaccination*
* or documentation of the disease				

For more information visit: [www.bostonpublicschools.org/register](http://www.bostonpublicschools.org/register).

Legal guardianship requires additional documentation from a court or agency.

### TIPS:

Deeds may be downloaded from [www.suffolkdeeds.com](http://www.suffolkdeeds.com)

BPS Residency Affidavit is available at any Family Resource Center or [www.bostonpublicschools.org/register](http://www.bostonpublicschools.org/register)

For online bill payment, a printout of the statement may also be acceptable if it includes the home address and date.

### BPS RESIDENCY POLICY

Before any student may register for a Boston Public School, the student's parent/guardian must prove legal, primary residence in the City of Boston via the Residency documents outlined above. These documents, together with a photo ID, are also required for any change of address.

*This residency policy does not apply to homeless students.*

Residency fraud is a violation of Massachusetts state law and is subject to per diem fines for every day that a student attends school outside the district in which s/he legally resides.

### REPORT RESIDENCY FRAUD!

Call the anonymous Residency Tip Line:  
☎ 617-635-6775