

REGISTRATION REQUIREMENTS

For students enrolling into a Florida school for the very first time
or
*returning to the Lee County School District

Florida Law states that whoever knowingly provides false information, in writing, to a public servant in the performance of his or her duties commits a second degree misdemeanor punishable by a fine of up to \$500.

AT THE TIME OF REGISTRATION YOU MUST HAVE ALL DOCUMENTS REQUIRED TO COMPLETE THE REGISTRATION PROCESS.

- ANYONE WHO REGISTERS A STUDENT MUST SHOW PHOTO ID.**
- ORIGINAL BIRTH CERTIFICATE** or copy faxed from previous school to our office.
- HEALTH EXAMINATION** (Physical): the exam must be dated within 12 months prior to registration. A physical is NOT REQUIRED if student is entering from any Florida Public or Private School unless you are registering for Kindergarten.
- SOCIAL SECURITY CARD** (If available)
- FLORIDA CERTIFICATE OF IMMUNIZATION** can be obtained free by taking your former state's immunization record to the Lee County Health Department, 3920 Michigan Ave., Ft. Myers, FL. Appointment is required please call 239-461-6100.
- PROOF OF ADDRESS** - Only **ONE** of the following documents are required:
 - Current electric bill, water bill, cable bill or land line telephone bill** .
 - Signed Lease Agreement or Statement From Landlord** on their letterhead verifying occupancy. **Leases and Landlord statements may require verification. Additional documentation may be required prior to registration or change of address.*
 - Homestead Exemption Card.** If you have property with homestead, that is the address that must be used when enrolling your child.
 - If You Are Building A House** – *Mortgage Acceptance Letter* including: your name, loan number, property address and a letter from the builder with an expected completion date. (The completion date and the date the child will start attending school must be within a sensible time period in relation to each other).
 - If You Are Buying A House** – settlement statement or mortgage acceptance letter including: your name, loan number, property address and closing date. **WE DO NOT ACCEPT: sales contracts, commitment letters, pre-approval letters or truth in lending statements.**
 - If Living With Relatives Or Friends** – a letter from them listing your name and the names of your children, stating that you are residing at their address **and** a copy of **one** of the documents **listed above** to verify their address.
 - We Do Not Accept** *driver's license as proof of address.*
- PROOF OF CUSTODY is required if child is not living with both natural parents.**
- NAME AND ADDRESS OF LAST SCHOOL ATTENDED.**
- COPY OF LAST REPORT CARD** (If available)

* If **RETURNING** to the Lee County School District you only need to provide Immunization Record, appropriate Proof of Address, and if applicable Proof of Custody. See above for additional information regarding these documents.