

New Student Registration

Registration packets may be obtained in the Manhattan District Office at Wilson Creek School between the hours of 8:00 a.m. and 3:00 p.m. Monday through Friday, during the school year. During the summer months hours will be shortened. Please call ahead. Parents must provide proof of residency before a registration packet is given.

Children must be five years old on or before September 1, 2011 and be residents of Manhattan School District #114 to be eligible for Kindergarten for the 2011-2012 school year. Parents must provide an original state birth certificate at the time of registration.

REQUIRED DOCUMENTS FOR NEW STUDENTS (OR STUDENTS WHO HAVE MOVED WITHIN THE DISTRICT)

1. All new students must present a certified or registered, original **birth certificate**. A birth certificate is the only document that will be accepted as proof of a child's age. Birth certificates are available from the county clerk in the county where the child was born.
2. If applicable, all new students must present **proof of custody**.
3. If a student is new to the District or has moved within the District, **proof of residency** must be provided. Returning students whose address has changed must supply proof, also. One (1) item of proof of residency from Category I, and two (2) items from Category II must be provided.

Category I (One document required; please bring original, we will copy and return original)

- Most recent property tax bill
- Mortgage Papers or most current Mortgage Statement
- Signed and dated lease and proof of last month's payment (cancelled check or receipt)
- Loan Coupon Book
- Closing statement if have moved within last 30days.
- When the person seeking to enroll is a student living with a District resident, the District resident needs to complete an affidavit of residency and show proof of residency; one (1) item from Category I and two (2) items from Category II. The student's family needs to complete an Affidavit of Residency and show proof of residency; two (2) items from Category II.

Category II (Two documents showing proper address are required)

- Driver's License
- Vehicle registration
- Voter registration
- Most recent cable and/or credit card bill
- Current Public Aid card
- Current homeowners/renters insurance policy and premium payment receipt
- Most recent gas, electric, and/or water bill