

Shrewsbury Public Schools Registration Procedure For Incoming Kindergarten in the 2016-2017 School Year

**Children must be 5 years old by
August 31, 2016 to enter Kindergarten in the 2016-2017 school year**

To register your child you will need to go to our website:

<http://schools.shrewsburyma.gov>

Click on Student Registration, click on Kindergarten Information. Click on Registration Procedures under IMPORTANT FORMS. Fill out the online registration form. Once completed, you will get a 4 digit confirmation number, which you must bring with you to the registration. (If you do not have access to the internet, there is a computer available at the School Department in Town Hall or at the Shrewsbury Public Library for your use.)

Required documents at time of registration.

1. Student's **birth certificate with raised seal and valid passport** (if applicable) – Photocopies will not be accepted
2. **Legal document** showing both child's name and name(s) of parent(s) (if not on Birth Certificate)
3. **One of the following:** Valid Driver's License, Valid Photo ID Card, Valid Passport or other Valid Government Issued Photo ID
4. **Immunization Records & Copy of Last Physical** (you have until August 1st to get these to us)
5. **Two forms of Residency** – required even if you have other children in our schools. (Must be a town utility bill such as SELCO bill, Eversource bill, signed Purchase & Sales agreement showing closing date or newly signed Lease. **(All must be dated within the last 45 days)** **Car excise tax not accepted.**
6. **Screening Questionnaire** (download from our website)
7. **\$75.00 deposit for Full Day students only (check made payable to Shrewsbury Public Schools) – You must write your child's name in the memo section of the check.**
8. **Home Language Survey** (download from our website – required for families who speak another language besides English)
9. **Custody papers** showing you have physical custody (if applicable)
10. **Restraining order** (if applicable)

**We will not be able to complete your registration if you do not
have all the required paperwork listed above
on the day of your registration.**

**Online registration MUST be completed by midnight
the day before your appointment in order to for us
to be able to print out your registration.**

**Registrations are only done by appointment.
Once you have completed the online registration
and have all the required paperwork,
please call Diane Abbott, Registrar
at 508-841-8320 or by email
dabbott@shrewsbury.k12.ma.us
to schedule an appointment.**