



## N O R T H   A L L E G H E N Y   S C H O O L   D I S T R I C T

### Parent Checklist (Grades K-12)

Welcome and thank you for your interest in the North Allegheny School District. This checklist is designed to provide you with an outline of action items to complete during registration.

#### Let's Get Started!

<https://www.northallegheny.org/registration>

- ☐ Create a PowerSchool Enrollment Account
- ☐ Complete the Registration Forms Online
- ☐ Upload Required/Supporting Documents
- ☐ Submit Registration Form for Review/Approval
- ☐ Schedule a Virtual Appointment to Finalize Registration (link provided once approved)

### Required Documents at Registration

#### Parent/Guardian Documentation

1. **Allegheny County Real Estate Record Search Verification**-detailed instructions provided on the online registration form to assist in retrieving results.
2. **Two Proofs of Residency**- Please provide (2) **different types** of proof with your current North Allegheny address. If you are a new resident registering for the **current school year**, you can provide (1) proof and will have 30 days from the date of registration to provide the second proof. If you are a new resident registering for the **upcoming** school year (not currently in session), you will need to provide (2) proofs from the list below of accepted documents to complete registration.

- ☐ Valid Driver's License or DOT Identification
- ☐ Signed Vehicle Registration (If Driver's License or DOT Identification is not used as proof)
- ☐ Current Utility Bill- Full Statement (Water, Electric, Gas, Waste Disposal, Cable/Internet)
- ☐ Full Lease Agreement (signed by resident and landlord and valid on date of enrollment)
- ☐ Rent Receipt
- ☐ Paid Wage Tax Receipt
- ☐ Property Tax Bill
- ☐ Full Closing Disclosure (signed by all parties)
- ☐ Deed
- ☐ Mortgage Statement

\*A Sales/Purchase Agreement (signed by buyer and seller) is considered a **temporary** proof of residency. You will have 30 days from the closing date to provide (2) permanent types of residency. This option is only available if registering for the current school year.

3. **Valid Identification-** upload (1) of the following in color:

- Valid Passport, Driver's License or DOT Identification Card

**Student Documentation**

4. **Proof of Age-** upload (1) of the following in color:

- Valid Passport or Official Birth Certificate (with official raised seal)

5. **Immunization Record-** with student's full name, date of birth and dates immunized

**Additional Student Documents**

6. **Health Forms** (due prior to the first day or within 30 days of start date)

- ☐ **Dental Exam** (Required for Kindergarten, 3rd, and 7th grade and New & Re-Enrolling students)
- ☐ **Physical Exam** (Required for Kindergarten, 6th, and 11th grade & New and Re-Enrolling students)
- ☐ **Eye Exam** (Required for Kindergarten)

7. **Academic Documents** (needed during counseling appointment)

- **Middle School**: Middle School Scheduling Form on the online registration form and a copy of the current schedule or most recent report card
- **High School**: Unofficial transcript

**Other Documents** (District staff may ask for any of the following when appropriate)

- **Custody Documents-** A copy of the court order or custody agreement is required to be provided if the parents are separated or divorced and the enrolling parent is relying on the order or agreement as the basis for enrolling the student.
- **Guardianship Documents**
- **Student Service Documents:** such as an **IEP**, **GIEP**, **504** (digital copies are preferred)