

**Baltimore County Public Schools
New Student Enrollment**

These requirements do not apply for homeless students. If you are experiencing housing problems, please notify school personnel immediately so we may assist with the enrollment process under the federal law, McKinney-Vento.

Welcome to Baltimore County Public Schools! We are proud of our school system and believe your child will receive a quality education in our schools. The Annotated Code of Maryland and Baltimore County regulations require that a number of documents be presented at the time of enrollment in a public school. Please carefully review the guidelines below and bring all necessary documents with you at the time of enrollment.

For the child, you will need:

1. Birth certificate or baptismal certificate
2. The child's immunization record from a doctor or the previous school
3. Withdrawal packet from the previous school that includes credits earned and current report card
4. Standardized test scores; if available
5. Maryland Student Withdrawal/Transfer Record (if from a Maryland school)

For the parent, you will need:

1. A photo ID such as a driver's license (If the ID includes an address, it must match the address being used for registration.)
2. In the case of court involvement regarding custody, you will need documentation of custody.

For proof of residency, you will need:

1. Proof of ownership, examples are:
 - a. Deed, signed settlement sheet, title, mortgage coupon book or real estate tax bill
- Or**
2. Copy of your lease, dated and signed
 - a. **If** your lease is from a private individual rather than a rental company, you will also need the landlord to provide proof of ownership for the property.
- And**
3. Three current documents
 - a. Dated within the previous 60 days, to prove name and address
 - i. Bank statement, credit care statement, utility bill, cable bill, phone bill, etc.
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Special Circumstances

*If the residency documents are not in your name, it is probably a multifamily dwelling. Please contact Residency Office at 443-809-7551 or 443-809-7580 to obtain authorization to enroll your child.

If you are not the biological parent of the child as stated on the birth certificate, you must provide court ordered custody papers in order to enroll the child. If you do not have this documentation, please contact the Pupil Personal Workers, Mr. Charles Christian (last names A-L), or Ms. Mary Jo Slowey (last names M-Z).