



MOUNT VERNON CITY SCHOOL DISTRICT
NEW ADMISSION SUMMER REGISTRATION
FOR 2020 - 2021 SCHOOL YEAR
JULY 8, 2020 TO AUGUST 27, 2020

New admission summer forms may be found on the district website [<https://www.mtvernoncsd.org>] under '**Registration**'.

Beginning the 8th July 2020, application forms may also be picked up from the **District Office**.

Requirements:

- Complete the application packet and registration checklist (checklist outlines the required documents that should accompany the application).
- Attach the registration checklist to the registration packet and submit.
- Completed registration packets may be submitted via **postal mail, drop-off or email**.
- Include a working phone number that a registrar may call should they have any questions.
- Complete the registration packet in its entirety. **Incomplete packets may result in unwanted delays in the registration process.**

Address envelopes sent by postal mail or for drop-off to:

**Dr. K. Veronica Smith
Student Services & Guidance Department
Mount Vernon City School District
165 North Columbus Avenue
Mount Vernon, NY 10553**

**Inquiries may be made via telephone at (914) 358-2380
Email packets and/or submit questions to: ksmith@mtvernoncsd.org**

REGISTRATION CHECKLIST

- Student application must be accurately completed
- All registration documentation must be submitted at the time of registration
- Completed Home Language Questionnaire (HLQ)
- Has the student previously attended Mount Vernon C.S.D.?
Yes _____ **No** _____
- Does the student have sibling(s) that previously or currently attended Mount Vernon C.S.D.?
Yes _____ **No** _____
- Annual Health and Emergency Information Form
- Back to School: New York State School Vaccination Form
- New York State Immunization Requirements for child care and school entrance/attendance
- Is Your Child Ready for Child Care or School Chart
- Required New York State School Health Examination form for all new/readmission students
- Medication Authorization Form and Self-Medication Release form to be signed by parent/guardian and medical doctor [MD].
- Information when returning to school from an illness/surgery
- Information when a student is too sick for school
- Information on dental compliance
- Completed Education of Migratory Survey (If applicable)**

Required Registration and Residency Documents

- Proof of age, birth certificate
- Immunization records
- Special Education records (if applicable)
- Valid photo ID for the parent or guardian

Applicants must have THREE (3) of the following proofs of residence

One of the following documents:

- Current mortgage statement
- Current property tax bill
- Current lease agreement
- Affidavit of Property Owner/Landlord (located in the registration application packet or on the district's website at <https://www.mtvernoncsd.org>)

Two of the following documents (must be within 2 months):

- Current pay stubs
- Income tax form(s)
- Current utility bill (power company i.e. ConEdison, cable, water bill)
- Membership document/library card (**MVPL user information sheet with library logo**)
- Voter registration document(s)
- State or other government issued identification (i.e. driver's license)
- Current documents issued by federal, state or local agencies (for instance, local social services agency, Federal Office of Refugee Resettlement)
- Current evidence of custody of the child/children, including, but not limited to judicial custody orders or guardianship papers