

NORTH HAVEN HIGH SCHOOL



STUDENT REGISTRATION

Appointments are necessary for registration. Please call (203) 239-1641 ext. 2800 or 2801. Parent or guardian must accompany student at time of registration.

All required documents must be submitted to the Student Services office prior to setting up registration appointment.

1. Proof of Residency (need all three)
 - Lease agreement or mortgage payment book
 - Drivers license
 - Utility bill (other than cable)
2. Medical Records
 - Up to Date immunizations records
 - Most recent physical examination records

Please note, student must be medically cleared by the nurse in order for the registration process to proceed.

All medical records for students registering from out of the country **must be translated into English and comply with Connecticut State Law.**

3. School Records
 - Copy of withdrawal paper(s) showing date of withdrawal, grades at the time of withdrawal and current credit status
 - Current report card
 - Transcript (unofficial acceptable)
 - Testing results (CAPT, Mastery and SAT)

In addition, if a student is designated as receiving special education or other plan accommodations, a copy of student's IEP, social work assessment and any psychological testing results must be provided. All student records **must be translated into English.**

4. Birth Certificate (must be full-size certificate)

Birth certificates must be translated into English and notarized.

5. Court-Documented Custody Papers

If parents are divorced or separated, court documentation designating custody or proof of guardianship must be provided. If the student will be living with someone other than the parents, in addition to proofs of residency, we will need a signed affidavit from the person whom the student will be residing.

Records may also be faxed to (203) 234-8316. If you have any questions please do not hesitate to contact the Student Services office. Thank you for your cooperation.

