

**REGISTRATION INFORMATION AND INSTRUCTIONS FOR
KINDERGARTEN-NEW INCOMING STUDENTS ONLY
SCHOOL YEAR 2018-2019**

Children must be 5 years old by September 1, 2018

REGISTRATION IS JANUARY 8TH through 31ST

Hours of registration: 9:00-11:30am and 1:00-3:00pm
PLEASE DO NOT BRING CHILDREN.

YOU WILL NEED TO BRING FOR REGISTRATION:

1. Registration papers filled out online (if you can't print them at home, we can do it for you at school) Link to info snap - the online registration site, will be available on Jan. 8th at 9am on **wccusd.net** or **kensingtonhilltop.org**
If you come without completing your online registration we will take all your other paperwork and have you submit your online registration later that day. If you're not able to stay that day we can make an appointment for you to return with all your information on a later date.
2. Certified copy of birth certificate, baptismal certificate, or passport.
3. Up- to- date immunization record.
4. Proof of Residence: You will need to bring **two** pieces of documentation verifying your address and one form of valid **Photo ID** when you register your child. All documents must be original.

Required documentation:

Verification of residence: Parent, guardian, or caregiver must have **one of the following** with their name and address;

- A utility bill dated within 45 days: PG&E(page 1), EBMUD, Garbage/Sanitary
- In the instance that utilities are included in the rent, a rental/lease agreement must be submitted stating that utilities are included.

Also you must submit **one additional** item from the list below:

- Homeowner's insurance policy
- Rental property contract, lease, or payment receipt
- Property tax statement
- Most recent pay stub
- Voter Registration
- Automobile insurance in combination with automobile registration
- Official letter from a social service/government agency within 45 days
- Bank statement within 45 days

One of the following documents must be submitted for identification purposes:

- California driver's license
- ID card from the Department of Motor Vehicles
- Valid passport