LIVONIA PUBLIC SCHOOLS
REQUIRED DOCUMENTATION FOR STUDENT ENROLLMENT CHECKLIST

Additional information, including emergency contact information will be required in order to complete the registration process.

STUDENT INFORMATION

☐ Copy of Birth Certificate
☐ Immunization Records – New entrants and all 7th grade students must have ALL required immunizations or a Certified Waiver based on religious or other objections, not later than the first day of school, or entry will be denied. NOTE: Waivers must be obtained from, and certified by, the Wayne County Health Department.
☐ Individual Education Plan (I.E.P.) – only needed if your student receives special education services.

ADDITIONAL INFORMATION WILL BE REQUIRED FOR STUDENTS IN THE FOLLOWING GRADES:

KINDERGARTEN
☐ Vision Exam – after age 3, before initial entrance into school.

MIDDLE SCHOOL
☐ Last Report Card

HIGH SCHOOL
☐ Check-out Sheet from Previous School
☐ Last Report Card
☐ Unofficial Transcript (If at least one semester of high school has been completed.)

PARENT /GUARDIAN INFORMATION

☐ Driver’s License – or - ☐ Government Issued I.D.
☐ Guardianship Papers (If applicable.)

One of the following:
☐ Current Tax Bill
☐ Current Lease
☐ Stamped Property Transfer Affidavit

One of the following pieces of business mail – dated within 30-days of registration, MUST include your name and address:
☐ Utility Bill (other than water). Shut-off Notices will NOT be accepted.
☐ Government Documents
☐ Other BUSINESS Mail
☐ Forwarding Order from the U.S.P.S.

SPECIAL CIRCUMSTANCES

PARENTAL RIGHTS REVOKED:
If parental rights have been revoked or revised, you will need to provide us with court documents stating this.

LIVING IN THE HOME OF A LIVONIA RESIDENT:
Both the homeowner/lessee and the parent will be required to provide notarized Residency Affidavit Forms, along with the following required documentation. These forms will be provided to you at registration.

Homeowner:
NOTE: If it is found that the student does not reside in your home, you (homeowner/lessee) will be responsible for the payment of tuition for the student.

☐ Driver’s License – or - ☐ Government Issued I.D.

One of the following:
☐ Current Tax Bill
☐ Stamped Property Transfer Affidavit
☐ Current signed lease

One of the following pieces of business mail – dated within 30-days of registration, which MUST include your name and address:
☐ Utility Bill (other than water). Shut-off Notices will NOT be accepted.
☐ Government Documents
☐ Other BUSINESS Mail
☐ Forwarding Order from the U.S.P.S.

Parent:
☐ Driver’s License – or - ☐ Government Issued I.D.

One of the following pieces of business mail – dated within 30-days of registration, MUST include your name and address:
☐ Utility Bill (other than water). Shut-off Notices will NOT be accepted.
☐ Government Documents
☐ Other BUSINESS Mail
☐ Forwarding Order from the U.S.P.S.

☐ Guardianship Papers (if applicable)

Revised February 4, 2020