



## 2023-2024 REGISTRATION REQUIREMENTS

Please save all documentation as a PDF to complete the registration process.

If you do not have access to a scanner, you can use your smartphone to create a PDF.

[How to Create a PDF from an Image](#)

### 1. Parent or legal guardian must register the student.

- Legal guardian must have guardianship papers
- Provide copy of divorce decree signed and dated by the judge showing custody

### 2. Two proofs of residency in the school district (one from Document A list and one from Document B list):

- **Document A** clarifies ownership of property or relationship to owner of property:
  - ✓ Deed
  - ✓ WISD Property Tax Statement
  - ✓ Current Lease Agreement with Property Owner
  - ✓ Notarized statement regarding ownership of property along with Property Tax Statement or Property Owner's Deed
- **Document B** provides verification of current residency and intent to continue residency on property:
  - ✓ Current utility statement with Parent/Guardian Name and Physical Address
  - ✓ Current personal business mail (no unsolicited mailings)

### 3. Student's Social Security Card

### 4. Student's State Certified Birth Certificate

- Texas birth certificates may be obtained online at [www.texas.gov](http://www.texas.gov)

### 5. Student's Last Report Card / Transcripts – Documentation showing grade level (does not apply to kindergarten)

### 6. Student's Immunization Record

- Refer to the 2023-2024 Texas Minimum State Vaccine Requirements for School Requirements on the Texas Department of State Health Services website: <https://www.dshs.state.tx.us/immunize/school>

## **IMPORTANT!**

**Special information for prekindergarten & kindergarten on page 2.**

## **SPECIAL INFORMATION FOR PRE-KINDERGARTEN & KINDERGARTEN**

**Kindergarten** students must be 5 years old on or before September 1, 2023

**Pre-Kindergarten** students must be 4 years old on or before September 1, 2023 and meet one of the following requirements:

- ✓ Student does not speak or comprehend the English language fluently
- ✓ Student is educationally disadvantaged; student is eligible to participate in [National Free or Reduced Price \(2023-2024 Guidelines\) Lunch Program](#); recent income documentation must be furnished
- ✓ Student is determined to be homeless
- ✓ Student is the child of an active duty member of the armed forces of the U.S.
- ✓ Student is the child of a member of armed forces who was injured or killed while serving on active duty
- ✓ Student has been in conservatorship (foster care) of the Department of Family and Protective Services (DFPS) following an adversary hearing
- ✓ Student's parent or guardian has received the Star of Texas Award.