



Conejo Valley Unified School District

Instructional Services Division

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Registration Procedures 2017/2018

Registration for Kindergarten through 12th grade in 2017/2018 begins on Monday, February 6, 2017, at your neighborhood school. Registration for Transitional Kindergarten is handled through the School Choice Application process. Transitional Kindergarten will be available at Acacia, Aspen, Cypress, Glenwood, Madrona, Walnut Weathersfield, Westlake and Westlake Hills (*subject to change based on enrollment*) for children born from 9/2/2012 through 12/2/2012. (Students with birthdates between July 1, 2012 and September 1, 2012 are eligible for either TK or Kindergarten.)

The *School Choice Application 2017/2018* will be available beginning February 1, 2017, at all school sites, the District Office, and on the District website at www.conejousd.org.

The following items are required for registration: (These residency documents are required for each change of address/residence)

Proof of Birth:

A legal **certified** copy of your child's birth certificate, baptismal record, or passport (hospital certificates are **not** acceptable). To enter Kindergarten, your child must turn 5 years old on or before September 1, 2017.

Proof of Identity:

A valid Driver's License or ID card

Proof of Residency:

Two (2) different **CURRENT** utility bills (i.e. gas, water, trash, or electric) showing both a Service Address and Mailing Address

- a. Telephone bills may not be used (because they don't show a Service Address)
- b. If applicable, mobile home owners submit monthly HOA itemized statement showing utilities

Additional Documents Required:

1. Families purchasing a residence in CVUSD attendance boundaries and will occupy the residence **within 90 days:**
 - a. Executed Escrow Papers for residential domicile, including closing settlement date
 - b. Within three weeks of move-in, two utility bills showing both service address and mailing address
2. Families renting a residence in CVUSD attendance boundaries and will occupy the residence **within one week:**
 - a. Has/will have utility service in their own name:
 1. Executed Rental Agreement (original)
 2. Two **CURRENT** utility bills showing both service address and mailing address
(If new resident, must supply two utility bills within three weeks)
 - b. Does not/will not have utility service in their own name?
 1. Executed Rental Agreement (original)
 2. Completion of Form AV – **Address Verification Form** (CVUSD 98-00160)
 3. Two **CURRENT** utility bills from your landlord
3. Student living with someone other than parent/guardian (adult sibling, relative, grandparents, etc.):
 - a. Completion of two page "**Caregiver's Authorization Affidavit**" (CVUSD Form 98-00111 available at school or district office), **notarized and approval signature** from Student Support Services.
4. Families living with others (renting a room, living with family members or friends, etc.), without a formal rental agreement or utility service in their name:
 - a. Completion of **Address Verification Form** (CVUSD Form 98-00160 available at school or district office)
 - b. Two **CURRENT** utility bills from your landlord

Immunization Requirements

Vaccine	4-6 Years Old Elementary School at Transitional- Kindergarten/ Kindergarten and Above	7-17 Years Old Elementary or Secondary School	7 th Grade*
Polio (OPV or IPV)	4 doses (3 doses OK if one was given on or after 4 th birthday)	4 doses (3 doses OK if one was given on or after 2 nd birthday)	
Diphtheria, Tetanus, and Pertussis	5 doses of DtaP, DTP, or DT (4 doses OK if one was given on or after 4 th birthday)	4 doses of DTaP, DTP, DT, Tdap, or Td (3 doses OK if last dose was given on or after 2 nd birthday. At least one dose must be Tdap or DTaP/DTP given on or after 7 th birthday for all 7 th -12 th graders.)	1 dose of Tdap (Or DTP/DTaP given on or after the 7 th birthday.)
Measles, Mumps, and Rubella (MMR or MMR-V)	2 doses (Both given on or after 1 st birthday. Only one dose of mumps and rubella vaccines are required if given separately.)	1 dose (Dose given on or after 1 st birthday. Mumps vaccine is not required if given separately.)	2 doses of MMR or any measles-containing vaccine (Both doses given on or after 1 st birthday.)
Hepatitis B (Hep B or HBV)	3 doses		
Varicella (chickenpox, VAR, MMR-V, or VZV)	1 dose	1 dose for ages 7-12 years. 2 doses for ages 13-17 years.	

*New admissions to 7th grade should also meet the requirements for ages 7-17 years.