



WESTVILLE SCHOOL DISTRICT REGISTRATION INFORMATION



Registration for
Parkview Elementary School will be completed
BY APPOINTMENT ONLY.

Visit our website at www.westvillesd.com to print forms required for registration.
Please bring the completed forms with you to your scheduled appointment.
If you do not have access to the internet, please call to obtain a hard copy.

Once you have all the required forms and paperwork ready to complete the registration process,
please call to set an appointment at **856-456-0235 x 110.**

REGISTRATION REQUIREMENTS & CRITERIA

* Parent(s)/Guardian and child must reside in Westville. **The following proofs of residency must be provided at the time of registration.** Proof(s) from each category (1, 2 & 3) must be presented: (if proof #1 shows residing in Westville less than 30 days, additional 28 days will be granted to provided proofs 2 & 3)

1. (a) *If you own your home you must present:*

Mortgage Statement, Agreement of Sale, Deed or Current Tax Bill

or (b) *If you rent the property you must present:*

Current Lease & Certificate of Occupancy that lists parent/guardian and child's name – both items must be presented

or (c) *If you are residing with a Westville resident:*

Resident must complete an "Affidavit of Residency" (which must be notarized) and provide proofs of residence as outlined in (1), (2) and (3). Parent/guardian must also present mail received at the Westville address.

2. Current Utility Bill

3. Bank Statement, Pay Stub, Credit Card Statement, Insurance Bill, etc.

* For students transferring from another school, a transfer card from the previous school must be presented at the time of registration.

* To be eligible for Pre-K the child must be 4 years old on or before *October 1st* of the current school year or 5 years old to be eligible for Kindergarten. **An official state birth certificate (with raised seal) or valid passport must be presented at time of registration.**

* ***Immunization record*** for child must be provided at the time of registration. Our school nurse will review and advise if additional immunizations are required. New Jersey State Law requires that every student attending school in New Jersey for the **first time** are required to have a physical examination form (Statement of Recent Health) completed by physician within 30 days of registration.

* ***Proof of Custody or Foster care placement letter*** (if applicable) should be presented at the time of registration. Please bring custody papers, domicile papers, a copy of the court order, state agency agreement, etc.