

BPS Registration Document Checklist



All families registering a new student with the Boston Public Schools must bring the following required documents to a BPS Welcome Center as part of their registration process. Applications cannot be processed without these documents.

ALL of these:

- Child's original **birth certificate, I-94 form** or **passport***
- Child's up-to-date **immunization** record (see below)
- Parent/Guardian's **photo identification**

* Use of Passport requires completion of BPS Parent Affidavit

TWO of these:

Residency documents must be pre-printed with the name and current address of the student's parent/guardian. Items cannot be from the same bullet

- A **utility bill** (not water or cell phone) dated within the past 60 days
- A **deed or mortgage payment** dated within the past 60 days, or a **property tax bill** dated within the last year
- A **bank or credit card statement** dated within the past 60 days
- A **W2 form** dated within the year, or a payroll stub dated within the past 60 days
- A letter from an **approved government agency*** dated within 60 days

* **APPROVED GOVERNMENT AGENCIES:** Departments of Transitional Assistance, Revenue (DOR), Children and Family Services (DCF), Transitional Assistance (DTA), Youth Services (DYS), and Social Security. Some communications on Commonwealth of Massachusetts Letterhead may also apply.

	K0/K1 (ages 3-4)	K2 (ages 4-5)	Grades 1-6	Grades 7-12
Hepatitis B	3 doses*	3 doses*	3 doses*	3 doses*
DTaP/DTP/ DT/Td	≥ 4 doses DTaP/DTP	5 doses DTaP/DTP	≥4 doses DTaP/DTP or ≥3 doses Td	4 doses DTaP/DTP or ≥3 doses Td
Tdap	-	-	-	1 dose
Polio	3 doses	3-4 doses^	3-4 doses^	3-4 doses^
Hib	1-4 doses	-	-	-
MMR	1 dose*	2 doses*	2 doses*	2 doses*
Varicella (Chickenpox)	1 dose*	2 doses*	2 doses*	2 doses*
^^MenACWY (Meningococcal conjugate)	-	-	-	1 dose gr 7 1 dose ≥ age 16 (booster)
Influenza	1 dose annually**	1 dose annually**	1 dose annually**	1 dose annually**

*or official documentation of disease/immunity

**the seasonal influenza vaccine for the current flu season (July-June) must be received annually for anyone 6 months of age or older by December 31. New students entering between January 1 and March 31 must have received a dose of vaccine for the current flu season for entry.

^the last dose must be on or after the 4th birthday and >6 months after the previous dose, or an additional dose is required

^^Meningococcal Conjugate vaccine is required for entry into grade 7 and an additional booster dose on or after age 16.

In addition, we strongly recommend that your child have a Tuberculosis Risk Assessment at the annual physical.

Special Situations. Except in an emergency or epidemic, students may start school if a parent or guardian presents a written statement (1) from a physician that their child has not been immunized for medical reasons, or (2) that the child has not been immunized due to his or her religious beliefs.

Legal guardianship requires additional documentation from a court or agency.

All names on required documents must be the same. If different, please provide legal documentation showing the name change.

TIPS:

Deeds may be downloaded from www.suffolkdeeds.com

BPS Residency Affidavit is available at any Family Resource Center or bostonpublicschools.org/register

For online bill payment, a printout of the statement may also be acceptable if it includes the home address and date.

BPS RESIDENCY POLICY

Before any student may register for a Boston Public School, the student's parent/guardian must prove legal, primary residence in the City of Boston via the Residency documents outlined above. These documents, together with a photo ID, are also required for any change of address.

This residency policy does not apply to homeless students.

Residency fraud is a violation of Massachusetts state law and is subject to per diem fines for every day that a student attends school outside the district s/he legally resides.

REPORT RESIDENCY FRAUD!
Call the anonymous Residency Tip Line:

617-635-6775

For more information on BPS Registration and Assignment, visit www.bostonpublicschools/register