

# R.H. CONWELL SCHOOL WORTHINGTON, MA

413-238-5577 x 140

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**Documentation Form  
Required with Registration Form**

Student's Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Attach the following items to this form:**

\_\_\_\_\_ **Immunization Record:** Physician signed copy of your child's Immunization record or Medial exemption signed by your child's physician or religious exemption

\_\_\_\_\_ **Birth Certificate:** Certified Long Form (A copy will be made at the school and parents will retain the original)

\_\_\_\_\_ **Shared Custody** - In the event the child being enrolled is in the separate custody of two or more parties, said custody agreement must be submitted clearly indicating with whom the child reside the majority of the time.

\_\_\_\_\_ **Proof of Residency** (*Two of the following*)

\_\_\_\_\_ Deed, real estate tax bill, or water bill accompanied by a current utility bill (i.e. Gas, Electric) and a copy of a photo ID (Current Massachusetts Drivers License is preferred) of the resident seeking to enroll the students;

\_\_\_\_\_ Executed Purchase & Sales Agreement followed by Deed when available and a copy of a Photo ID of the adult resident seeing to enroll the student;

\_\_\_\_\_ Affidavit form landlord (Notarized) accompanied by Lease and copy of photo identification of the adult resident seeking to enroll the student;

\_\_\_\_\_ Bank check with address imprinted on the face of the check and a copy of the photo identification of the adult resident seeking to enroll the student;

\_\_\_\_\_ A current excise tax bill showing the address of where he vehicle is garaged, and a copy of the photo identification of the adult resident seeking to enroll the student;

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**This can be attached or brought at a later time.**

\_\_\_\_\_ Copy of Physical Exam (Lead Test & Vision Screening with steropsis) - This item is due prior to the first day of school. Please attach a copy if already completed physical for 5 year olds.