

Cedar Valley High School

New Student Registration

(by Appointment Only)



Items required to register a new student:

The following information is required by law in order to enroll a new student. If any of these items are missing, we will need to reschedule your registration appointment.

1. **Withdraw Form/Transcript/Report Card** - Obtained from previous school
2. **Registration Form** - Signed by the Custodial Guardian.
3. **Guardianship Status Form** - This form must show proof of guardianship. A copy of the **DIVORCE DECREE** is required to establish physical and custodial rights (if this applies to you). If the student is not living with the custodial guardian, you must complete a **Power of Attorney** form or meet with Student Services at the Alpine School District offices.
4. **Birth Certificate** - You must bring the original birth certificate to be copied. We can no longer accept a wallet size birth certificate.
5. **Immunization Records & Student Health Information Form** - Students must be current on all immunizations or have a **current exemption form** before they will be allowed to register .

10th - 12th Grade Students must have:

- 5 DTP/Dtap/DT/Td
- 1 Tdap or Td Booster
- 4 Polio
- 2 MMR
- 3 Hepatitis B (HBV)
- 1 Varicella (Chickenpox)
 - ☞ History of Disease OK, Parent must sign Pink Immunization Card
 - ☞ If student is 12 years old, 2 doses are required
- 2 Hepatitis A (HAV)
- 1 Meningococcal

*If your student has been out of the country for 6 months, you will also need to have a TB test and have it checked to be negative before you register. This must occur after your student has entered into the U.S.

6. **Proof of Residency** - You need one of the following: **Utility bill (Water, Gas or Electric), Lease Agreement, or a Purchase Agreement.** A notarized **Living with Declaration of Residence** form is required if you are living with another family. This paperwork must be completed before you can enroll your student.
7. **Internet Usage (AUP) Form & Directory Information & Medial Release Form** - Must be filled out and completed.
8. **Request for Records** - Enter the information for the Previous School so we can request their school records.
9. **Special Education/504** - If your student has been serviced in Special Education classes or has a 504, you will need to bring a copy of their current IEP or 504 documentation.

All Student Registrations are by appointment only!!

Westlake High School Counseling Office

99 North 200 West Saratoga Springs, UT 84045

(801) 610-8816

(801) 768-1098 Fax

(Beginning July 1, 2019)

Cedar Valley High School Counseling Office

1389 E. Aviator Avenue, Eagle Mountain, UT 84005

(801) 610-8825

Alpine School District Office

575 North 100 East, American Fork, UT 84003

(801) 610-8400

Student Services (801) 610-8485

Public Health Department

599 South 500 East, American Fork, UT 84003

(801) 851-7331

Bus Information

West Transportation Office

(801) 610-8852