



## **New Student Enrollment Additional Documents Checklist**

All forms are available on the CPS Enrollment webpage – <http://www.cpsk12.org/Page/10660>

Building of Residence: \_\_\_\_\_

Phone Number: (573) 214- \_\_\_\_\_

School Address: \_\_\_\_\_

(See the School Locator Tool on the CPS Enrollment webpage to view this information.)

### **Additional Signature forms for families using the Enrollment Online :**

- Release of Student Records (if student attended any other school prior to enrollment with Columbia Public Schools)

### **Additional Required Documentation:**

- Birth Record (birth certificate, passport, visa, or hospital record)
- Record of Immunizations  
Bring your child's immunization record from a physician or public health agency showing completed dates of immunizations. Month/day/year is required for all immunization dates. Missouri law requires proper immunizations for children to enroll in or attend school. If immunizations are needed, contact your physician or the Columbia-Boone County Public Health Department at (573) 874-7356.
- Parent/Guardian Legal Proof of Residence  
Bring a current copy of one of the following:
- Contract of home purchase
  - Real estate lease
  - Current water, electric, or gas bill showing address
  - Notarized letter from owner of the residence with whom the family is living, along with owner's legal proof of residence as listed above.
- Foster Care or Court Ordered Legal Guardianship documents (if applicable)
- Student's social security number (requested, but not required)

\*This checklist is provided for your convenience. Please review instructions on the forms or contact your school's registration office for further information.



DATE: \_\_\_\_\_

Name of Student \_\_\_\_\_

Date of Birth \_\_\_\_\_ Current Grade \_\_\_\_\_

I hereby request and authorize the official person of:

Name of school last attended \_\_\_\_\_

mailing address of school \_\_\_\_\_

city \_\_\_\_\_

state \_\_\_\_\_

zip \_\_\_\_\_

To send a transcript of all academic, discipline, test and health records, including special education diagnostic summary and IEP, concerning my child to the Columbia Public School listed below.

Parent or Guardian Signature

Former School: Please fill in and return with transcript

Missouri Constitution (year passed) \_\_\_\_\_ not taken \_\_\_\_\_

US Constitution (year passed) \_\_\_\_\_ not taken \_\_\_\_\_

Address to: (All addresses are in Columbia, MO)

Alpha Hart Lewis Elementary School
5801 Arbor Pointe Parkway, 65202
Fax: 573-214-3209

Mill Creek Elementary
2200 Nifong Blvd. W, 65203
Fax: 573-214-3281

Jefferson Middle School
713 Rogers Street, 65201
Fax: 573-214-3211

Benton Elementary School
1410 Hinkson Avenue, 65201-7822
Fax: 573-214-3611

New Haven Elementary
3301 New Haven Road, 65201-5499
Fax: 573-214-3641

Lange Middle School
2201 Smiley Lane E., 65202
Fax: 573-214-3251

Blue Ridge Elementary School
3700 Woodland Dr., 65202-2199
Fax: 573-214-3581

Parkade Elementary
111 Parkade Boulevard, 65202-1498
Fax: 573-214-3631

Oakland Middle School
3405 Oakland Place, 65202-2097
Fax: 573-214-3221

Beulah Ralph Elementary School
5801 S Hwy KK, 65203
Fax: 573-214-3841

Paxton Keeley Elementary
201 Park DeVillie, 65203-4000
Fax: 573-214-3571

Smithton Middle School
3600 West Worley, 65203
Fax: 573-214-3261

Cedar Ridge Elementary
2345 Howell Mountain Drive, 65201-9200
Fax: 573-214-3881

Ridgeway Elementary
107 Sexton Road E., 65201-4000
Fax: 573-214-3551

West Middle School
401 Clinkscales Road, 65203-1193
Fax: 573-214-3231

Derby Ridge Elementary
4000 Derby Ridge Drive, 65202-4506
Fax: 573-214-3271

Rock Bridge Elementary
5151 Highway 163 S, 65203-9310
Fax: 573-214-3291

Battle High School
7575 East St. Charles Road, 65202
Fax: 573-214-3301

Eliot Battle Elementary
2600 Battle Ave, 65202
Fax: 573-214-3791

Russell Boulevard Elementary
1800 Rollins Road W., 65203-1799
Fax: 573-214-3651

Hickman High School
1104 Providence Road N., 65203-4398
Fax: 573-214-3058

Fairview Elementary
909 Fairview Road, 65203-0712
Fax: 573-214-3591

Shepard Boulevard Elementary
2616 Shepard Boulevard, 65201-6114
Fax: 573-214-3661

Rock Bridge High School
4303 Providence Road S., 65203-7198
Fax: 573-214-3124

Grant Elementary
10 Broadway East, 65203-4285
Fax: 573-214-3521

Two Mile Prairie Elementary
5450 N. Route Z, 65202-8839
Fax: 573-214-3561

Douglass High School
310 Providence Road N., 65203-4399
Fax: 573-214-3681

Locust Street Elementary School
1208 Locust St, 65201-5098
Fax: 573-214-3531

West Boulevard Elementary
319 West Boulevard N, 65203-2600
Fax: 573-214-3671

SPECIAL SERVICES DEPARTMENT
1818 W. Worley, 65203-1099
Fax: 573-214-3402

Midway Heights Elementary
8130 Highway 40 W, 65202-9583
Fax: 573-214-3541

Gentry Middle School
4200 Bethel Street, 65203
Fax: 573-214-3241