

2023-2024
Glen Rose ISD
New Student Enrollment Information

Who can enroll a student:

- the natural parent,
 - legal guardian or
 - other person having legal control under a court order
- The person enrolling the student must present their driver's license or department of transportation identification card at the time of enrollment.
- A student 18 or more years of age living independently must present evidence of age and complete the necessary form with the Assistant Superintendent of Operations prior to enrolling at the school.

Not the natural parent or designated guardian

Any person who is not the natural parent or is not designated guardian of the child by a court order must register with the Assistant Superintendent of Operations, **prior to enrolling** the student.

Required Documents for enrollment:

- **Original birth certificate** (or certified copy which includes a certificate number and is issued by the state), passport or other documents suitable as proof of the student's identity. Texas law requires the parent enrolling a student under the age of 11 to:
 - provide the original or certified copy of the student's birth certificate at the time of enrollment; or
 - provide other reliable proof of the child's identity and age (e.g., passport) plus a signed statement explaining the inability to produce an original or certified copy of the birth certificate.
- **Current immunization record** signed by a physician. Immunizations, per Texas requirements, must be up to date with proper documentation prior to enrollment and attending class.
- **Proof of residency** in Glen Rose (natural gas, water, or electricity bill, original lease agreement, or approved certificate of eligibility to enroll form)
- **Most recent report card/withdrawal slip** from the previous school
- **High school transcript** (if applicable)
- **Valid Identification** - Parent's valid driver's license, or state identification card, or guardian information form, and guardian's driver's license or state identification card.
 - If the parent or guardian is not a licensed driver or has not obtained a state ID card, other photo ID will be considered including, but not limited to, a passport or employment identification card.
- **Early Childhood Programs**
 - Military Dependents (Department of Defense ID required)
 - A letter documenting conservatorship by the Department of Family and Protective Services (if applicable)
 - Proof of income, if applicable (current paycheck stub, tax return, food stamp documentation, or Food and Nutritional Services letter)