



## SPOTSWOOD PUBLIC SCHOOLS PRESCHOOL REGISTRATION

All children who will be 3 or 4 years old on or before October 1, 2016, who reside in either Spotswood or Helmetta, will be eligible for Spotswood's Preschool Program. Tuition for the program will be \$675 a month. The preschool program follows the Spotswood School District calendar.

Registration for students who will be eligible for Preschool in September 2016 will be held on February 9 & 10, 2016 at Schoenly School. Enrollment will be determined on a first come, first served basis. A payment of \$675 will be due at Registration. Checks should be made payable to Spotswood Board of Education.

Location: Schoenly School Media Center

Dates: February 9, 2016 6:00 p.m. – 8:00 p.m. (PreK Open House)

February 10, 2016 8:45 a.m. – 11:15 a.m. and 1:00 p.m. – 2:45 p.m.

Necessary forms, such as the Student Registration Form, Student Information Form, Health History Form, and Physical Exam Forms can be downloaded from the Spotswood School District Website. Proof of residency and all completed paperwork must be submitted and approved before your registration is accepted.

The following criteria must be met to qualify for registration:

- Original Birth Certificate (Translated in English)
- Proof of Residency (please provide one of the following):
  - Original Deed or Mortgage, signed
  - Original Lease, signed or current Rent Receipt
  - Contract for the purchase of a home with a closing date
- Current Driver's License
- Proof of Custody (if applicable)
- Health Records (a copy of immunizations and a physical exam are required prior to admission)

Transportation will NOT be provided. NO INCOMPLETE REGISTRATIONS WILL BE ACCEPTED.

# SPOTSWOOD PUBLIC SCHOOLS KINDERGARTEN REGISTRATION

All children who will be five years old on or before October 1, 2016 who reside in Spotswood or Helmetta will be eligible.

**Where: Schoenly School Media Center, Room 123**  
**Please enter through exit 14 (doors by the parking lot)**

**When: February 9, 2016 6:00 p.m. – 8:00 p.m.**  
**February 10, 2016 8:45 a.m. – 11:15 a.m., 1:00 p.m. – 2:45 p.m.**

Necessary forms such as Student Registration, Spotswood School District Student Information form, Health History, and Physical Exam Forms can be found on our website [www.spsd.us](http://www.spsd.us). The physical exam form must be completed by your physician. These forms **must be printed, completed, and brought with you to registration.** Incomplete registrations will not be taken on these dates.

**The following criteria must be met on the day of registration in order to qualify for admission. Please provide a copy along with your original. Again, incomplete registration packets will not be accepted on the above dates.**

- **Official Birth Certificate** (Translated in English)
- **Proof of Residence** (please provide one of the following)

\*The following must be in your name. If it is not in your name, please request an Affidavit prior to the registration date.

Original Deed or Mortgage, **signed**  
Original Lease, **signed** or Current Rent Receipt  
Contract for the Purchase of a Home with a Closing Date

- **Driver's License**
- Supporting documentation *may* be requested, but is **not acceptable alone**:
  - ✓ Phone bill
  - ✓ Utility Bill
  - ✓ Tax bill from the municipality
  - ✓ Payroll checks with printed address
  - ✓ Bank statements stating address
- **Proof of Custody** (if applicable)
- **Health Records** (a copy of immunizations and a physical exam are required before admission)

**Transportation** - Transportation is provided for Helmetta students. Spotswood students living over 2 miles will be eligible for transportation. If you live in Spotswood and are over the 2 mile limit, please notify the staff at registration.

SPOTSWOOD PUBLIC SCHOOLS  
SPOTSWOOD, NEW JERSEY

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

Nickname \_\_\_\_\_

**COPY ALONG WITH ORIGINAL OF:**

\_\_\_\_\_ Birth Certificate (original translated in English)

\_\_\_\_\_ Proof of Residency \_\_\_\_\_

\_\_\_\_\_ Affidavit

\_\_\_\_\_ Current Driver's License

\_\_\_\_\_ Proof of Custody (if applicable)

\_\_\_\_\_ Immunization Documentation (English translation)

\_\_\_\_\_ Registration Form

\_\_\_\_\_ Student Information Form

\_\_\_\_\_ Health History

\_\_\_\_\_ Physical Exam

**ONLY COMPLETED PACKETS WILL BE ACCEPTED.**

**I have reviewed the above information and agree to its validity.**

\_\_\_\_\_  
Signature of person registering student

\_\_\_\_\_  
Relationship

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of person recording information

\_\_\_\_\_  
Date