



## SCHOOL REGISTRATION INFORMATION

In order to register your child in a school in Illinois you will need the following:

**Proof of Residency:** Most districts require two proofs of residency (if you live on base a letter from the housing office or billeting if you are in temporary quarters on base will suffice).

These are the usual documents accepted as proof of residency:

- A current utility bill (gas, water, sewer, electric or land phone bill)
- Occupancy permit with current date
- Current public aid card with current address in district
- Driver's license with current address in district
- Current voter's registration card with address in district
- Lease with rent receipt from last month

**Certified Birth Certificate:** Original Birth Certificate Only. Hospital Certificates will not be accepted. NOTE: Students registering for Kindergarten must be 5 years of age on or before September 1 of the current school year.

**Health Forms:** Proof of physicals must be completed on an ILLINOIS FORM but need not be completed by a physician who is located in Illinois. You may have the physicals completed in advance by a physician at your prior duty station as long as it is accomplished on the Illinois form.

- Illinois Health Physical Form**  
Students new to Illinois must have a physical completed on a State of Illinois Health Physical Form. All **Pre-K, Kindergarten, 6th grade, and 9th grade students** must have a recent Physical. (Sports physicals must be done yearly.) The required form is available at [http://www.idph.state.il.us/health/vaccine/child\\_hlth\\_forms/cert\\_child\\_hlth05.pdf](http://www.idph.state.il.us/health/vaccine/child_hlth_forms/cert_child_hlth05.pdf)
- Dental Exam Form**  
A dental examination form completed by the dentist, or waiver, if the student qualifies for one of four criteria, must be completed for students in grades **Kindergarten, 2nd grade, and 6th grade**. The completed form must be turned in to the school nurse by May 15th of that school year. The required form is available at <http://www.idph.state.il.us/HealthWellness/oralhlth/DentalExamProof.pdf>
- Vision Exam Form**  
Vision exams will be required for all **Kindergarten students and any student new to the district**. (Illinois law requires that proof of an eye examination by an optometrist or physician who provides complete eye examinations be submitted to the school no later than October 15 of the year the child is first enrolled or as required by the school for

other children. The examination must be completed within one year prior to October 15 of the year the child enters an Illinois school.) The required form is available at <http://www.idph.state.il.us/HealthWellness/EyeExamReport.pdf>

□ **Immunizations**

Students should be **up-to-date on immunizations** (bring shot record). Here is the information from the Illinois Department of Public Health detailing immunization requirements in Illinois:

**TITLE 77: PUBLIC HEALTH  
CHAPTER I: DEPARTMENT OF PUBLIC HEALTH  
SUBCHAPTER i: MATERNAL AND CHILD HEALTH  
PART 665 CHILD HEALTH EXAMINATION CODE  
SECTION 665.230 SCHOOL ENTRANCE**

**Section 665.230 School Entrance**

a) Every child, prior to enrolling in any public, private/independent or parochial school (including nursery schools, preschool programs, early childhood programs, Head Start, or other pre-kindergarten child care programs offered or operated by a school or school district) in Illinois shall present to that school proof of immunity against:

- 1) Diphtheria
- 2) Pertussis
- 3) Tetanus
- 4) Poliomyelitis
- 5) Measles
- 6) Rubella
- 7) Mumps
- 8) Haemophilus influenzae type b (as noted in Section 665.240(f))
- 9) Hepatitis B (as noted in Section 665.240(g))
- 10) Varicella (as noted in Section 665.240(h))

b) The health care provider and/or registered nurse verifying the administration of the required immunizations shall record as indicated on the Certificate of Child Health Examination that the immunizations were administered.

c) Any child who does not submit proof of having protection by immunity as required must receive the needed vaccine. If, for medical reasons, one or more of the required immunizations must be given after the date of entrance of the current school year, a schedule for the administration of the immunizations and a statement of the medical reasons causing the delay must be signed by the health care provider or registered nurse who will administer the needed immunizations and shall be kept on file at the local school. (Source: Amended at 29 Ill. Reg. 18127, effective October 24, 2005)

**If your student is in need of special education services, please contact the Director of Special Education for the school district you intend to live in as soon as possible.**