



Documents Required for Registration

- Certified birth certificate
- Any legal or custodial papers for student
- Social Security Number
- Immunization records
- Three (3) proofs of residency (see next section for examples)
- Parent's/guardian's driver's license or state ID
- Copy of last report card or transcript, withdrawal grades, and test scores
- Special needs transportation information
- Any and all documents that affect your child's education, for example:
 - IEP
 - 504
 - Psychological evaluation
 - DCS foster information
 - Special education records



Proof of Residency Information

Every parent/guardian enrolling a student in the Lake Ridge New Tech Schools **MUST PROVIDE A CURRENT DRIVER'S LICENSE OR STATE ID** for the school to photocopy. This copy will be placed in the student's file.

Homeowners

Two (2) of the following items are required:

- Utility bill (either NIPSCO, water, or sewer)
- Deed, contract, or mortgage statement
- Lake County tax bill

Pending Homeowners

One (1) of the following items is required:

- Letter on realtor letterhead of pending purchase and projected move-in date. Must include the name and address of the purchasing family.
- Letter on contractor letterhead validating pending construction of the home and projected move-in date. Must include the name and address of the purchasing family.
- Offer to Purchase/Purchase Agreement/Contract

Renters/Lessees

One (1) of the following items is required:

- Rent Agreement: Must include (1) parent/guardian name, (2) school-age students listed as tenants, (3) name and phone number of manager/landlord, and (4) beginning and ending dates of agreement.
- Lease Agreement – Must include (1) parent/guardian name, (2) school-age students listed as tenants, (3) name and phone number of manager/landlord, and (4) beginning and ending dates of agreement.

In addition, one (1) of the following items is required:



- Utility bill (either NIPSCO, water, or sewer)
- Vehicle registration
- TANF (Temporary Assistance for Needy Families) letter from the State of Indiana

The school maintains the right to contact the landlord to confirm residency.

Addendum (living in the home of another family or individual)

- Ross Township resident/owner completes the addendum form in person in the presence of the school resource officer (SRO).
- Ross Township resident provides proof of residency (refer to proof of residency for homeowners, pending homeowners, or renters/lessees listed above).
- A photocopy of the resident's driver's license is to be taken and placed in the student's file along with the parent's/guardian's driver's license.