



ATLANTIC COAST HIGH SCHOOL ENROLLMENT REQUIREMENTS

STOP! PLEASE READ: ONLY A PARENT/LEGAL GUARDIAN MAY ENROLL.

If the student resides with anyone other than a parent & is under 18 years of age, a legal court document stating guardianship must be provided. Notarized statements are not accepted.

ALL STUDENTS COMING FROM OUT OF COUNTY OR PRIVATE SCHOOL MUST PROVIDE THE FOLLOWING HEALTH DOCUMENTS, PER FLORIDA STATE STATUTES 1003.22, 402.305 and 402.313, PRIOR TO ADMISSION:

1. **Florida Certification of Immunization**, FORM DH680
2. **School Health Entry Exam**, FORM DH3040

All health forms can be obtained from the Health Department: (or your healthcare provider)
The Immunization Center 904-253-1420 South Immunization Center 904-253-1140
5220 North Pearl Street, Jacksonville, FL 32208 3225 University Blvd. Suite 200, Jacksonville, FL 32216

Additional documents required **prior** to registration:

3. **Birth certificate** or valid evidence of date of birth
4. **Security Card*** requested
5. **Academic Records** for grades 8-12 as appropriate
6. **Withdrawal Form** (current courses and grades at time of withdrawal)

Everyone must provide Proof of Residency. Proof of Residency Requirements:

Proof of residence is required before a student is enrolled in his/her properly assigned school. For registration and subsequent enrollment, the parent or legal guardian must complete the district's student registration form and submit:

2 (two) documents from the sources listed in **Column A** (both sources of information must match)

OR

1 (one) document from **Column A and 2 (two)** documents from **Column B** (all sources of information must match and be current).

For extraordinary circumstances, please contact the District's Pupil Assignment Office/School Choice office directly for further clarification regarding other accepted official identification sources not listed below.

Column A:

- **Jacksonville Electric Authority (JEA)**
Bill or TECO Bill (must be complete and current)
- **Mortgage Agreement** (or closing statement)
- **Valid Lease Agreement** in total (from a company or *private individual) *Private lease agreement must be notarized AND two additional documents from columns B
- **Driver's License** or State ID (must be valid with correct address reflected)

Column B:

- Automobile Insurance
- Credit Card Statement
- Bank Account Statement
- US Postal Service Confirmation of Address Change
- Payroll Statement
- Current Non-Cellular Phone Bill
- Vehicle Registration

*****If enrolling after the first day of school or at any time mid-year, student must be present to complete the enrollment, receive a schedule and be ready to attend classes on date of enrollment.**