BPS Registration Document Checklist

All families registering a new student with the Boston Public Schools must bring the following required documents to a BPS Welcome Center as part of their registration process. Applications cannot be processed without these documents.

**ALL of these:**
- Child’s original birth certificate, I-94 form or passport*
- Child’s up-to-date immunization record (see below)
- Parent/Guardian’s photo identification

*Use of Passport requires completion of BPS Parent Affidavit

**TWO of these:**
Residency documents must be pre-printed with the name and current address of the student’s parent/guardian. Items cannot be from the same bullet
- A utility bill (not water or cell phone) dated within the past 60 days
- A current lease, section 8 agreement, or BPS residency affidavit
- A deed or mortgage payment dated within the past 60 days, or a property tax bill dated within the last year
- A bank or credit card statement dated within the past 60 days
- A W2 form dated within the year, or a payroll stub dated within the past 60 days
- A letter from an approved government agency* dated within 60 days

*APPROVED GOVERNMENT AGENCIES: Departments of Transitional Assistance, Revenue (DOR), Children and Family Services (DCF), Transitional Assistance (DTA), Youth Services (DYS), and Social Security. Some communications on Commonwealth of Massachusetts Letterhead may also apply.

### Immunization Schedule

<table>
<thead>
<tr>
<th>Grade:</th>
<th>K0 (age 3)</th>
<th>K1/K2 (ages 4-5)</th>
<th>Grades 1-6</th>
<th>Grades 7-12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hepatitis B:</td>
<td>3 doses</td>
<td>3 doses</td>
<td>3 doses</td>
<td>3 doses</td>
</tr>
<tr>
<td>DtaP/DTP/DT/Td:</td>
<td>≥4 doses DtaP/DTP</td>
<td>5 doses DtaP/DTP</td>
<td>≥4 doses DtaP/DTP or ≥3 doses Td</td>
<td>4 doses DtaP/DTP or ≥3 doses Td+1 dose Td booster; 1 of the above must be Tdap for entry into grade 7</td>
</tr>
<tr>
<td>Polio:</td>
<td>≥3 doses</td>
<td>4 doses</td>
<td>≥3 doses</td>
<td>≥3 doses</td>
</tr>
<tr>
<td>Hib:</td>
<td>1-4 doses</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>MMR:</td>
<td>1 dose</td>
<td>2 doses</td>
<td>Gr.1-3: 2 doses Gr. 4-6: 2 doses measles, 1 mumps 1 rubella</td>
<td>Gr.7-10 2 MMR Gr.11-12: 2 doses measles, 1 mumps, 1 rubella</td>
</tr>
<tr>
<td>Varicella (chickenpox):</td>
<td>1 dose*</td>
<td>2 doses*</td>
<td>Gr.1-3: 2 doses* Gr.4-6: 1 dose*</td>
<td>Gr. 7-10 2 doses* GR.11-12: 1 dose*</td>
</tr>
</tbody>
</table>

* or documentation of the disease

Legal guardianship requires additional documentation from a court or agency.

All names on required documents must be the same. If different, please provide legal documentation showing the name change.

TIPS:
- Deeds may be downloaded from www.suffolkdeeds.com
- BPS Residency Affidavit is available at any FamilyResourceCenter or www.bostonpublicschools.org/register
- For online bill payment, a printout of the statement may also be acceptable if it includes the home address and date.

BPS RESIDENCY POLICY

Before any student may register for a Boston Public School, the student’s parent/guardian must prove legal, primary residence in the City of Boston via the Residency documents outlined above. These documents, together with a photo ID, are also required for any change of address. This residency policy does not apply to homeless students.

Residency fraud is a violation of Massachusetts state law and is subject to per diem fines for every day that a student attends school outside the district s/he legally resides.

REPORT RESIDENCY FRAUD!
Call the anonymous Residency Tip Line:
☎ 617-635-6775

For more information visit: www.bostonpublicschools.org/register.

For more information on BPS Registration and Assignment, visit www.bostonpublicschools/register