



## WCS New Student Enrollment Checklist

### **NEW OR CURRENT WILLIAMSON COUNTY RESIDENT**

The following documents are required unless the enrolling student is in foster care or is experiencing homelessness:

- **Birth certificate or other official records of birth**
- **[Immunization and Physical Examination Requirements](#)**
- **Proof of Residency**
  - **Option 1: Copy of Signed Lease Agreement**  
*(including renewed lease agreements)*
  - **Option 2: Signed Executed Settlement Statement**
  - **Option 3: Deed**
  - **Option 4: Mortgage Statement**
  - **Option 5: Signed Valid Non-Contingent Real Estate Sales Contract**  
*(applies if moving to school zone & with approved out of school zone request)*
- **Utility Bill**
  - **Options: Electric, Water, Gas, Sewer or connection letter**  
*\*not accepted: cell phone, telephone, cable, internet and satellite service bills*
  - **Date: must be for the last month prior to enrollment**
- **Parent/Guardian Photo Identification**
  - **Options: Driver's License, Passport, Passport Card**
- **Current proof of custody of the child if the parents are divorced, separated, or unmarried**