



WCS New Student Enrollment Checklist

PARENT/GUARDIAN RESIDING WITH A LEGAL 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](#)**
- **Residency Verification Affidavit signed and notarized by both parent/guardian and legal resident verifying proof of Williamson County address**
- **Proof of Residency from legal Williamson County Resident**
 - **Option 1: Copy of Signed Lease Agreement**
(including renewed lease agreements)
 - **Option 2: Signed Executed Settlement Statement**
 - **Option 3: Deed**
 - **Option 4: Mortgage Statement**
- **Utility Bill** *(from the Williamson County resident)*
 - **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 Residency Documentation 1**
 - **Options: checking account, credit card statement, voter registration, copy of paycheck indicating name at the address used, phone bill, or some type of legal mail**
- **Parent/Guardian Residency Documentation 2**
(cannot be the same as Residency Documentation 1)
 - **Options: checking account, credit card statement, voter registration, copy of paycheck indicating name at the address used, phone bill, or some type of legal mail**

- **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**