NEW STUDENT ENROLLMENT/ REGISTRATION

Students new to Plano Senior High (including transfers from East and West) must make an appointment to register. During the summer appointments can be made by calling the school office at 469-752-9300. Please make sure you have the proper paperwork to bring to the registration:

See next page to review registration requirements.

To verify you live in the Wildcat Zone go to:

http://schoolfinder.pisd.edu/schoolfinder.asp
NEW STUDENT CHECKLIST

____ Immunization Records
   - Texas students have 30 days to provide proof of immunization
   - Out of State/Foreign students MAY NOT be registered without records. NO exceptions.

____ Most recent report card/withdrawal or transfer slip from previous school

____ Transcript of all previous high school work – grades 9 – 12
   - Unofficial is acceptable
   - If student does not present transcript – or has no way to provide transcript within reasonable timeframe – they will need to complete the “No Transcript” letter.
   - Out of Country students MAY NOT register without one

____ Proof of residency -  (NO photocopies of any of these documents are acceptable)
   - CURRENT utility bill (gas or electric only) - or -
   - CURRENT rent, lease or purchase agreement - or -
   - Registration permit: If you are building a house, you must go to the Student Administrative Services Office to obtain a registration permit BEFORE making appointment to register.
   - Student Administrative Services Office
     5804 Coit Rd., Suite 102
     Plano, TX  75023
     469-752-3793

____ Student’s Social Security card – not just the number

____ Original birth certificate (or certified copy which includes a certificate number and is issued by the state), passport or other document suitable as proof of the student’s identity

____ Parent’s driver’s license or Texas Department of Transportation ID card or guardian information form and guardian’s driver’s license or Texas Department of Transportation ID card

____ Home Language Survey

____ New Student Registration form