



PERSHING MIDDLE SCHOOL

ENROLLMENT REQUIREMENTS

To enroll your student(s) at Pershing Middle School: The student must be zoned to Pershing Middle School or have an approved transfer to Pershing Middle School on file. Parent or legal guardian must have **ALL** required student documents listed below. Parent or Legal Guardian (as appointed by the courts) must accompany the student. Legal documents must be provided in situations involving divorce and/or legal guardianship.

PROOF OF ADDRESS:

1. **HOMEOWNERS** If the parent is a homeowner they must provide:
 - a. Two original & current utility bills including electric, gas, or water. All bills must display the service address and list the parent's name.
 - b. Government issued parent identification.

2. **LEASEHOLDERS** If the parent is a leaseholder they must provide:
 - a. Current and original lease document listing parent.
 - b. Current month's rent receipt must be attached.
 - c. Original utility bill for current month including electric, gas, or water. All bills must display the service address and list the parent's name as the account holder.
 - d. Government issued parent identification.

3. **OTHER** If the parent is not a leaseholder or homeowner the parent must provide:
 - a. Original and current lease for the person with whom they reside.
 - b. Original and current utility bill including electric, gas, or water.
 - c. Letter from the HISD-zoned resident with whom the family lives, stating how long the applicant has lived at that address with a government photo ID attached.
 - d. **The leaseholder/homeowner must be present at the time of enrollment.**
 - e. Government issued parent identification.

STUDENT IDENTITY:

1. Birth Certificate or Passport
2. Social Security Card
3. Current Shot Records
4. If applicable, parents must provide documentation concerning custody, probation, foster care placement, parent's military status and/or legal residency.

SCHOOL RECORDS:

1. If registering during the summer, parent must provide the final report card with promotion status.
2. If registering during the school year, parent must provide the most recent report card and withdrawal documents from previous school.
3. If registering from another country, parent must provide any school records (translated), including grading scale.
4. If applicable, parents must provide most recent test results including STAAR, IOWA, Stanford, Gifted and Talented, or Special Educations documents.