



2019-20 Checklist for Registering New Students Grades K-8 For grades 9-12, visit the BSSD Website

ALL NEW STUDENTS TO THE DISTRICT MUST FIRST REGISTER AT DEPARTMENT OF PUBLIC SAFETY (DPS) BEFORE THE STUDENT CAN BE ENROLLED AT THE SCHOOL.

STEP 1: Residency Verification

Where: Department of Public Safety (DPS), located at the Paul J. Consiglio Education Center, 1501 NW Jefferson St, Blue Springs, 64015

When: Beginning Monday, July 22nd; hours are Monday-Friday from 8:00 AM – 3:45 PM

What: You are REQUIRED to bring the following documents:

- Parent/Guardian Picture ID (i.e. Driver's License)
 - Student(s) Birth Certificate(s) (Official State Copy)
 - Two of the acceptable forms below. Bills must be in the name of the parent/guardian or a *Request for Waiver of Domicile Requirements* application will be required:
 - Current electricity bill (within the last 30 days)
 - Current gas bill (within the last 30 days)
 - Lease agreement (signed by the landlord)
 - Mortgage contract with expected closing date (signed by the mortgage company)
 - Mortgage statement
 - Construction contract if building a home-including expected completion** No shut off notices or delinquent bills will be allowed*
 - Motel Receipts (if residing in a motel)
 - Divorce Decree (showing custodial parent, if applicable)
 - Affidavit of Acknowledgement (if applicable)
 - Guardian Paperwork (if applicable); **Power of Attorney is Not Acceptable in Missouri**
 - State Placement Paperwork (if applicable)
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STEP 2

Where: Begin at Your Oldest Student's School Building

When: Grades K-8-Thursday, August 1st from 8:30 AM – 7:00 PM. If you are unable to attend on the scheduled date, please contact the school to obtain hours of availability prior to school starting.

What: The following is REQUIRED:

- Provide Residency Packet received from DPS for Students
- Provide Proof of Immunizations
- Complete E-Registration by logging into [Parent Portal Website](#)

Student Checklist

- If your student will be in grades 7-12 and will be participating in activities, fill out online medical history forms and upload your current physical through Privit websites below:
 - [Brittany Hill Middle School](#)
 - [Delta Woods Middle School](#)
 - [Moreland Ridge Middle School](#)
 - [Paul Kinder Middle School](#)
 - [Blue Springs High School](#)
 - [Blue Springs South High School](#)