

Baltimore County Public Schools
New Student Enrollment Required Documents

These requirements do not apply for homeless students. If you are experiencing housing problems, please notify school personnel immediately so we may assist with the enrollment process under the federal law, McKinney-Vento.

Welcome to Baltimore County Public Schools! We are proud of our school system and believe your child will receive a quality education in our schools. The Annotated Code of Maryland and Baltimore County regulations require that a number of documents be presented at the time of enrollment in a public school. Please carefully review the guidelines below and bring all necessary documents with you at the time of enrollment.

for the child, you will need:

1. birth certificate or baptismal certificate for the child
2. the child’s immunization record from a doctor or the previous school
3. withdrawal packet from the previous school that includes credits earned and current report card
4. standardized test scores, if available
5. Maryland Student Withdrawal/Transfer Record (if from a Maryland school)

for the parent, you will need:

1. a photo ID for the parent, such as driver’s license (If the ID includes an address, it must match the address being used for registration.)
2. in the case of court involvement regarding custody, you will need documentation of custody
3. proof of residency as described below

proof of ownership, such as deed,
signed settlement sheet, title, mortgage
coupon book, or tax bill

or a copy of your lease, dated and
signed (If your lease is from a private individual
rather than a rental company, you will also need
the landlord to provide proof of ownership for the
property.)

PLUS:

three current documents, dated within the previous 60 days, to prove name and address, such as bank statement, credit card statement, utility bill, cable bill, phone bill

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- If you and your child are living with a relative or friend, you must be approved for “shared domicile” enrollment through the local school’s Pupil Personnel Worker. The school will help you with contact information. If your living arrangement is the result of loss of housing or other economic issue, please notify school personnel immediately so that we may assist with the enrollment process under the federal law, McKinney-Vento. Shared domicile arrangements must be renewed for each school year. We appreciate your patience with this process.
 - All non-resident students, agency placed, kinship care, and family hardship, must be processed by a Pupil Personnel Worker prior to enrollment in a Baltimore County school.
 - A student who has fraudulently enrolled in a Baltimore County school will receive written notification from the principal of withdrawal in 15 days. Parents will be responsible for tuition for the time spent in a Baltimore County school.