



# ROSEVILLE HIGH SCHOOL

*Home of the Tigers*  
1 Tiger Way, Roseville, CA 95678  
Phone: (916) 782-3753  
Fax: (916) 786-3846

## NEW STUDENT ENROLLMENT REQUIREMENTS

**Please read carefully and follow the steps listed**

A STUDENT WILL ONLY BE ENROLLED ONCE COPIES OF ALL REQUIRED INFORMATION HAS BEEN SUBMITTED TO THE FRONT OFFICE AND VERIFIED

### STEP 1. VERIFY RESIDENCE IS PART OF ROSEVILLE HIGH SCHOOL ATTENDANCE

**BOUNDARIES:** Please call the front office at (916) 782-3753, the address where both the student and parent reside together must be checked. We will be able to let you know over the phone if your address belongs to our high school or not. You may also stop by in person to have this information checked. At this time you may obtain a registration packet and an appointment with the counselor will be made for you and your student to return and register.

### STEP 2. RESIDENCE VERIFICATION – TWO (2) ARE REQUIRED:

1. Ownership of home: please provide copies of either your Deed, Mortgage Payment Information, Current Property Tax Statement or if you rent/lease then a copy of your rental agreement.  
*Copies provided must reflect PARENT/GUARDIAN NAME & SERVICE/RESIDENCE ADDRESS*
2. Submit copies of a **current PG&E bill or Roseville Electric**, or a receipt (i.e. Start up of Services Letter) showing proof that the utility has been ordered. Phone and cable bills are **not** acceptable.

#### Sharing a Residence:

If a student is living with the parent/guardian and residing in the home of another person a “SHARED RESIDENCE AFFIDAVIT” must be completed. The parent/guardian and the owner/lessor/renter must provide copies of picture identification. All Shared Residences are subject to verification.

#### Living with a Guardian/Caregiver or Relative Caregiver:

If a student is not living with the parent/guardian then a “CAREGIVER’S AUTHORIZATION AFFIDAVIT” must be completed by the receiving caregiver. The receiving caregiver must provide a copy of picture identification. It is also desired that the parent/guardian present a statement releasing guardianship to the caregiver. **These situations may require Administrative review before enrollment can occur.**

**STEP 3. COMPLETE IMMUNIZATION RECORD:** Copies of a student’s immunization/shot record may be obtained from their previous school. It is the parents/guardian’s responsibility to obtain this from the previous school prior to your registration appointment with the counselor. Students coming from out of state/out of country must show proof of having had the chicken pox or having had the varicella vaccination.

**STEP 4. PRIOR SCHOOL ENROLLMENT:** The following copies must be presented with your completed registration packet. Students in grades 10 and 11 must present a copy of an **unofficial** transcript and a copy of their 9<sup>th</sup> grade Physical Fitness Testing results. Eleventh (11<sup>th</sup>) grade students coming from a California High School must bring a copy of their California Exit Exam (CAHSEE).

