

## New Bloomfield Elementary Registration School Year 2018-2019

Dear NBE Families,

For new students to the district and incoming kindergarten students parents/guardians may complete the forms online but will need to come to the elementary to provide proof of residency in person.

The registration dates for this year have been set for August 7<sup>th</sup>, 7:30 am - 3:30 pm. Parents/guardians are welcome to come in during this time and complete the registration packet if they would prefer to do so instead of completing the online forms.

Before students can register they will need the following items on file:

- Proof of Residency form signed and proof verified
  - Items used to verify residency would include current unpaid utility bill, rental agreement
- Up to date immunizations record verified
- Proof of age verified by birth certificate, hospital record, or transcript
- Discipline clearance by phone from previous school principal if transferring in from another school

Online Registration Directions:

1. Go to [www.nb.k12.mo.us](http://www.nb.k12.mo.us)
2. Under "Quick Links" click on "Registration"
3. Click on Elementary Registration Forms
4. Click Download, the file you will be working out of is Adobe Acrobat
5. Please fill out all of the information on each page, once you have completed the forms please check for accuracy of the information. (There are a few items that will need to be filled out for each child while other forms allow you to include all of your children on one form.)
6. Go to "Save As", save the document as your family name.
7. Attach the document to an email addressed to [thudson@nb.k12.mo.us](mailto:thudson@nb.k12.mo.us). In the subject line please put registration and your family name, hit send and your registration is complete.

If we have questions about your registration paperwork we will contact you.

Thanks,  
NBE