

## Required Records Key

PreK / No Previous Schooling	
	Transcript (all HS years)
	Official Transcript (all HS years)
	<a href="#">Homeschool Transcript (all HS years)</a>
	Work Samples (3-5 per course)
	Most Recent Report Card
	<a href="#">Homeschool Report Card</a>
	Progress Report
	<a href="#">Doc to Verify DOB</a>
X	Birth Certificate
	<a href="#">Immunization Record or Exemption</a>
	504/IEP
X	<i>Records Enlightenment will <u>request</u>.</i>
	<i>Must have before courses can be assigned.</i>
	<i>Must have in order to transfer and apply credit towards graduation.</i>
	<i>If applicable.</i>
*	<i>If <u>transferring in</u> after the 1st quarter.</i>
**	<i>If <u>transferring in</u> after the 1st <u>semester</u>.</i>
	<b>"Received Partial"</b> = we have enough records to assign courses.
	<b>"Received Complete"</b> = we have all the required records.
	Disclaimer: Admissions staff, counselors, and/or intervention coordinators have the right to request additional records/documents as it becomes necessary.
	Part-time students only need to provide a document to verify age, preferably a birth certificate or a passport.