



Student Services Center · 11097 St. Charles Rock Road, Saint Ann, MO 63074 · 314-213-8090 · 314-213-8675 (fax)

Dear Parent(s)/Legal Guardian(s),

In order to enroll a student in the Pattonville School District, the parent or court-appointed legal guardian of the student must provide a current Driver's License or government issued ID and documentation from the lists below. All documents provided must be current (within 30 days) and display the name of the parent or legal guardian, as well as the district address (private information may be redacted).

If your family has recently moved into the district, and you have not yet received two utility bills, please submit verification of service letters from two different utility companies.

If the parent/legal guardian **does not rent or own the district property** or does not have the required documentation, the parent/legal guardian should call the Student Services Office at 314-213-8090 to determine if they are eligible to enroll.

ENROLLMENT CHECKLIST

- ☐ Student's Birth Certificate
- ☐ Student's Immunization Records
- ☐ Parent/Legal Guardian's Current Driver's License or Photo ID
- ☐ Proof of Residency in Parent/Legal Guardian's Name (List A and B Items Below)

List A (One Item)	List B (Two Items)
<input type="checkbox"/> Current Homeowner's Insurance Policy	<input type="checkbox"/> Electric Bill*
<input type="checkbox"/> Current Mortgage Statement	<input type="checkbox"/> Gas Bill*
<input type="checkbox"/> Current Paid Tax Real Estate Receipt	<input type="checkbox"/> Internet Bill*
<input type="checkbox"/> Property Deed (General Warranty)	<input type="checkbox"/> Water/Sewer Bill*
<input type="checkbox"/> Unexpired Lease Agreement signed by tenant and landlord	

***Documents must be dated within the last 30 days**

NOTE: Disconnection/past due notices and/or Occupancy Permits are not acceptable forms of proof of residency. Please provide ONLY the required documents listed above.

Thank you for your interest in Pattonville School District!