

# **Reagan Educational Center - New Student Registration**

## **What do I need to register my student?**

- Student's birth certificate
- Immunization records
- Proof of Residence – One item from the list below. Must be in birth parent/legal guardian's name:
  - Recent PG & E bill
  - Recent water, sewage or garbage bill
  - Current rental agreement
  - Recent property tax payment receipt
  - Recent pay check stub
  - Escrow papers which verify closing date within 45 days
  - Voter registration card
  - Certified copy of the voter application form
- Withdrawal slip and unofficial transcript from previous school
- Approved transfer letter, if applicable
- Any court documents which pertain to student and custody issues

## **Who can register my student?**

- Biological parent or legal guardian and student must be present at the time of registration (legal guardian must present court order).

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## **Questions? Contact one of our registrars:**

- Reyburn Intermediate
  - Grades 7 & 8: Sarah Omata, (559) 327-4653, (559) 327-4500 or [sarahomata@cusd.com](mailto:sarahomata@cusd.com)
- Clovis East High School
  - Grades 9 – 12: Claudia Dickie, (559) 327-4022, (559) 327-4000 or [claudiadickie@cusd.com](mailto:claudiadickie@cusd.com)