SOUTHERN REGIONAL HIGH SCHOOL
GUIDANCE DEPARTMENT
600 North Main Street
Manahawkin, NJ 08050
(609)597-9481 ext. 4315
www.srsd.net

NEW STUDENT REGISTRATION PROCEDURES

1. Call (609)597-9481 ext. 4202 to schedule an appointment for registration. Registration is HELD BY APPOINTMENT ONLY.

2. If you live in Waretown, you MUST obtain a tuition waiver **prior to registration** at Southern Regional from the Waretown Board of Education Office. The Waretown BOE office will advise residents as to what documents are needed to obtain a tuition waiver.

   Waretown Board of Education Office -Frederic A. Priff Elementary School
   139 Wells Mill Road
   Waretown, NJ 08758
   (609) 693-0360

3. If you live in any of the other constituent districts, you must show proof of residency. The following items will be required:
   - NJ driver's license (that reflects your local address)
   - 2 additional items that reflect the local address (utility bills, deed/lease/rental agreement, etc.)

4. Use the following checklist to insure that you have all of the necessary documents for your registration appointment.
   _____ Birth Certificate (This is to verify that you are registering your child by their legal name.)

   > **NOTE**: Your child's diploma AND final transcript will have the name you provide upon registration. We cannot make any changes to the diploma and/or transcript after graduation.

   _____ Transfer card from the previous school

   _____ Health/immunization records

   _____ Course list/schedule from previous school

   _____ Most recent report card and/or Transcript showing subject/grades

   _____ Most current standardized test scores

   _____ Grades to date from current school (if transferring during the school year)

   _____ Guardianship or other legal documents relating to custody (if applicable)

   _____ Special Education Records/Individualized Education Plan (IEP) (if applicable)

   _____ 504 Plan (if applicable)

5. Please bring your child and the above documents to the guidance office for your scheduled appointment. Plan to arrive ten minutes prior to your appointment time to complete the registration forms.

Revised 7-10-18