

**Central Registration Center**  
**49 Osborne Street**  
**(203) 797-4734**

**ALL REGISTRATIONS WILL OCCUR AT THE CENTRAL REGISTRATION CENTER**  
**Mon. 8:00am – 2:30pm, Wed. and Fri. 8am – 3:00pm no appointment needed.**

The DHS Course of Study Guide is available at <http://www.danbury.k12.ct.us/dhsweb/main/courseguide.pdf>

**TO REGISTER WE REQUIRE:**

1. **PROOF OF DATE OF BIRTH** (e.g., original birth certificate, passport)
  
2. **TWO PROOFS OF DANBURY RESIDENCY**
  - ❖ The first must be:
    - IF YOU OWN
    - One of the following:
      - Copy of your deed
      - Current property tax bill or receipt
      - Monthly mortgage statement
    - IF YOU RENT
    - One of the following:
      - A *notarized* lease
      - A *notarized* letter from the owner/landlord, stating that you and your child (by name) live at the reported address.
  - ❖ The second must be:
    - One of the following:
      - Current utility bill (e.g. gas, cable, electric)
      - Current bank statement
  
3. Copy of your last physical and immunizations. Clearance from the Nurse is mandatory before you can start school.
  
4. Copy of academic records (official or unofficial) from school last attended.
  
5. If you are the legal guardian of the student but not the parent, you must provide legal guardianship papers.
  
6. If you do not own or have a lease in your name, we require a NOTARIZED letter from the owner/landlord stating that you and the student (by name) live at the address claimed. The owner/landlord must provide proofs outlined in number 2 above.

PLEASE NOTE:

YOU WILL BE UNABLE TO REGISTER UNLESS YOU HAVE ALL THE ABOVE INFORMATION.  
STUDENTS 18 AND OVER CAN REGISTER WITHOUT A PARENT/GUARDIAN