

## ITEMS TO SUBMIT FOR STUDENT ENROLLMENT INTO PCCS

**PLEASE CHECK ALL APPLICABLE ITEMS AND SUBMIT AT OR PRIOR TO ENROLLMENT APPOINTMENT.**

**All are applicable, unless otherwise noted.**

### THE FOLLOWING ITEMS MUST BE SUBMITTED WITH REGISTRATION FORM:

- Application, completed both sides – signed/dated (Required at initial registration)
- Student Birth Certificate or Passport (if not already on file)
- If entering 1<sup>st</sup> grade or higher copy of Transcript, Withdrawal Form, or Last Report Card
- Scholarship Award Letter/Email/Confirmation Form **IF** applicable/available (Step Up, FTC, McKay, Hope, FES)

### THE FOLLOWING ITEMS MUST BE COMPLETED/SUBMITTED AT ENROLLMENT APPOINTMENT:

- Physical from FL physician (documented on original FL Health Examination Form HRS 3040)
- Up to date Immunization Records (FL Certificate of Immunization Form DH 680)
- Scholarship Award Letter/Email/Confirmation Form if applicable (Step Up, FTC, McKay, Hope, FES)
- Discipline policy form – signed/dated (back of handbook)
- Suspension and Dismissal form – signed/dated (back of handbook)
- Food / Lunch Agreement - signed/dated (back of handbook)
- Family Handbook Agreement - signed/dated (back of handbook)
- Permission Slip for Outside Activities and Field Trips (back of handbook)
- Media Release – signed/dated (back of handbook)
- Consent for Student Release - signed/dated (back of handbook)
- Student Medical Authorization and Consent – signed/dated (back of handbook)
- Attendance Policy – signed/dated
- Tuition Express Form completed for any tuition or fees incurred that are not covered by any scholarship. Must note weekly or monthly for checking account and attach a 'VOIDED' check on form. If monthly, choose the 1<sup>st</sup> or 15<sup>th</sup> for payment processing. Credit Cards may be used for monthly billing only. We only accept VISA and MasterCard. **DEBIT card info not accepted.**
- Enrollment Appointments will be scheduled in July.**