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| |  |  |  |  | | --- | --- | --- | --- | | Top of Form  **Transfer Student Registration Procedures**  **https://www.edline.net/images/transparent.gif**  **Transfer Student Registration Procedures**   |  | | --- | | The Counseling Office is pleased to welcome new students to C. Milton Wright High School. The many obligations of our counselors require that registrations are held by **appointment only** to ensure the counselors are available to best serve your student. Please contact us at **410.638.4270** to schedule an appointment.  Prior to your registration appointment you will need to gather the following documentation necessary for enrollment. Failure to provide documentation or follow the guidelines below may delay enrollment.  First, we require your child be present at the time of registration and be prepared to stay for the remainder of the school day. Only custodial parents may register a student.  Second, please contact the student's current school and request a transfer packet.  The state requires the following documentation in each student's file upon registering:  1. Copy of a birth certificate  2. Copy of a social security card  3. Copy of current immunizations  4. Most recent report card, transcripts and test records  5. Copy of recent IEP or 504 plan (if applicable)  6. Proof of residency. **ONLY** the following items will be accepted as mandated by the state:   * Most recent BGE, landline phone or cable bill - indicating "service address" (dated within 3 mos. of registration) * Copy of a lease * Copy of a mortgage agreement   7. Copy of a custody agreement if this is applicable to the welfare of the child  8. Copy of student's discipline file.  These items are absolutely necessary at the time of registration. If you have any questions, please contact our office prior to your registration appointment.  In addition, we highly recommend you stop by our office to pick-up a restration packet and complete all parts prior to your scheduled appointment.  Again, we welcome you and your student to C. Milton Wright High School, Home of the Mustangs. | |  | |  |   Bottom of Form | |