

**FAIRFIELD PUBLIC SCHOOLS**

**GUIDELINES FOR REGISTRATION**

**ALL REGISTRATIONS OCCUR AT THE BOARD OF EDUCATION OFFICES  
501 KINGS HIGHWAY EAST  
2<sup>ND</sup> FLOOR**

To register please call **Kathleen Muldoon** at (203) 255-8377.

A parent or legal guardian must appear to register any minor student.

- The parent or legal guardian will be required to provide personal identification such as valid operator's license or passport and automobile registration certificate, and if applicable, legal guardianship form.

The following documents will be required to register your child:

- Official Birth Certificate is required. If an official Birth Certificate is not available a passport is required.
- Proof of Immunization and copy of last physical exam or Health Assessment Record.
- Records and verification from former school.
- Proof of Residency (mortgage statement or deed to property or lease agreement, and one current utility bill).

To register on-line before appearing at the Board of Education offices, go to: [www.fairfieldschools.org](http://www.fairfieldschools.org).

**PLEASE NOTE:**

*If you do not have access to a computer, access will be available at the Central Office during registration. If you have other special needs that prevent you from completing the pre-registration process, arrangements can be made to assist you.*

If you have completed the on-line registration, please print and bring to your registration appointment at the Board of Education offices.

Following the registration at the Board of Education offices, you would be directed to the school(s) for class enrollment.

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(Registrar)

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(Date)

***Please bring this signed form to the assigned school(s) to enroll your child/children in classes.***