

Required Documents

1. Proof of Age and Identity

- Birth Certificate
(non-English birth certificates must be translated into English by a state-certified translation company)

2. Proof of Residency (Three documents required):

- Gas, electric, or water bills *(dated within the past 30 days)*
 - Original lease agreement (not expired), deed, or mortgage statement
 - Payroll documentation from an employer *(dated within the past 30 days)*
 - Current property tax bill
 - Notarized letter signed by the homeowner along with three current utility bills *(dated within the past 30 days)*
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Additional Documentation (as applicable):

- Academy district registration form *(required for Nassau & Suffolk County residents only; request from Admissions Office)*
 - Official NY State driver's license or learner's permit *(unexpired)*
 - Official payroll documentation *(must include home address; dated within the past 30 days; employer letters not accepted)*
 - Voter registration documents showing parent name and address
 - Unexpired membership documents based on residency *(e.g., neighborhood association)*
 - Proof of custody *(court orders or guardianship papers issued within the past 60 days)*
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Parents' IDs

A copy of both parents' photo IDs must be uploaded into PowerSchool Enrollment.
Acceptable forms: Federal or State IDs (expired documents will not be accepted).

Report Card

A copy of the child's current report card is required for all incoming students in grades 1–12.

Medical Forms

Immunization and dental forms must be completed and uploaded into the PowerSchool Enrollment System.
(Expired documents will not be accepted.)

IEP (Individual Education Program)

If your child has an IEP, please contact us immediately by email and include:

- Student's name
 - Date of birth
 - Grade
 - Parent(s) phone number
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Proof of Guardianship

- Legal guardians (non-biological parents) must provide court documents in person
- Parents with joint custody must provide court documents in person
(Expired documents will not be accepted.)