

RONALD W. REAGAN/DORAL SENIOR

8600 NW 107 AVE 305-805-1900 x2123 fax 305-805-1905

<http://reagandoral.dadeschools.net>

REGISTRATIONS & WITHDRAWALS from 7 a.m. to 11 a.m.

Cecilia Diaz/Registrar cecilia@dadeschools.net

INITIAL REGISTRATION REQUIREMENTS (First time in Dade County Public Schools)

1. HEALTH RECORDS

- a) Physical Exam done in **Florida** completed not more than 12 months prior to entry date DH3040 (yellow or white form)
- b) TB test done in Florida completed no more than 12 months prior entry date
- c) Immunizations dates HRS 680 (blue or white form)

2. **TWO** PROOF OF ADDRESS IN THE **PARENT'S NAME**

- a) Florida Power & Light bill
- b) Lease agreement or Deed to the house
Parents who live with someone else must provide:
 - a) FPL as proof of address from person they are living with to establish that they live in the school zone.
 - b) Original letter from Homeowner's Association.

3. BIRTH CERTIFICATE OR PASSPORT

4. OFFICIAL TRANSCRIPTS FROM PREVIOUS SCHOOL

5. SOCIAL SECURITY (OPTIONAL)

6. Students from another country or state without their parents must have a legal guardianship letter from **Court**.

TRANSFERS COMING FROM ANOTHER SCHOOL IN DADE COUNTY

1. Withdrawal papers including withdrawal grades

2. **TWO** proof of address in the parent's name

- a) Florida Power & Light bill
- b) Lease agreement or Deed to the house
Parents who live with someone else must provide:
 - a) FPL as proof of address from person they are living with to establish that they live in the school zone.
 - b) Original letter from Homeowner's Association.

WITHDRAWALS

1. **Parent** must come to sign withdrawal form.
2. **Student** must return all their books and cleared all debts, in order to receive transfer paper.
3. Withdrawals to another school in Dade County (parent must bring the proof of the new address).

TRANSCRIPTS REQUEST

1. **Former** students (graduates/non-graduates) should visit our school or mail their request with their name (as it appears in our records) and date of birth with \$2.00 per each hard copy transcripts requested (**cash or money order ONLY**).
2. Students **currently** registered at Ronald W. Reagan, may request their transcripts form during school hours from 7 to 2:30 pm (**Free of charge**) at the Registrar's Office in room 123.
3. Process may take **5 to 7** working days
4. Fax or Phone requests are **NOT** accepted

FOR STUDENT VISA INFORMATION Please call Maria Elena Paradela at 305-884-2044

SCHOOL HOURS FROM 7:20 AM – 2:20 PM

