

Humble Independent School District Student Registration

Review the Parent/Student Handbook at <http://www.humbleisd.net/studenthandbook> for details about enrollment requirements and school policies.

New Students

- Complete and submit the on-line **New Student** registration. <http://www.humbleisd.net/enrollment>

- Take the following documents to campus:
 - Proof of student's age/identity: TEA Student Attendance Accounting Handbook lists following as acceptable documents:
 - *birth certificate*
 - *statement of the child's date of birth issued for school admission purposes by Texas Vital Statistics, a division of the Texas Department of State Health Services*⁴¹
 - *driver's license*
 - *passport*
 - *school ID card, records, or report card*
 - *military ID*
 - *hospital birth record*
 - *adoption record*
 - *church baptismal record*
 - *any other legal document that establishes identity*

For a student who is **under 11 years of age** and enrolling in a Humble ISD school for the first time, per the Texas Code of Criminal Procedure, Article 63.019, certain additional requirements related to the documentation of identity and age apply. For a student born in the United States, a birth certificate or **Humble ISD Certified Birth Certificate Written Statement** must be provided within 30 days. For a student not born in the United States, the birth certificate or **Humble ISD Certified Birth Certificate Written Statement** must be provided within 90 days.

- Proof of identify for parent/legal guardian
 - Current immunization record (All records, including electronic (My Chart) records, must be signed or stamped by the physician or his/her designee or public health personnel.)
 - Proof of residency
 - For students residing in a house, the lease, deed, or a current utility (gas, water, electricity) bill will suffice.
 - For students residing in an apartment, a lease containing parent and student names or a letter from apartment manager is required.
 - If both parent and student live with a relative or friend in Humble ISD whose residence is not an apartment, the parent and the person with whom they reside must submit a notarized Verification of Address affidavit. The required form is available from any Humble ISD campus.
 - DFPS document (if applicable)*
 - Military dependent document (if applicable)**
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- Complete the following forms, if applicable:
 - Diet Modification found at <https://www.humbleisd.net/childnutrition>
 - Adrenal Insufficiency, Allergy, Asthma, Diabetes, Authorization to Administer Medication, or Seizure forms found at <https://www.humbleisd.net/HealthResources>

Returning Students (updated annually)

- After receiving an email from the district that your student's annual update is available, log into Home Access Center, and complete and submit the on-line **Annual Update** registration form.

- Upload documents or take the following documents to campus:
 - Proof of residency
 - For students residing in a house, the lease, deed, or a current utility (gas, water, electricity) bill will suffice.
 - For students residing in an apartment, a lease containing parent and student names or a letter from apartment manager is required.
 - If both parent and student live with a relative or friend in Humble ISD whose residence is not an apartment, the parent and the person with whom they reside must submit a notarized Verification of Address affidavit. The required form is available from any Humble ISD campus.

 - Current immunization record if change since previous year (All records, including electronic (My Chart) records, must be SIGNED or STAMPED by the physician or his/her designee or public health personnel.)
 - DFPS document (if applicable)*
 - Military dependent document (if applicable)**

- Complete the following forms, if applicable:
 - Diet Modification found at <https://www.humbleisd.net/childnutrition>
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***Department of Family and Protective Services**

If the student is **K-12** and is in the conservatorship of the Department of Family and Protective Services (DFPS), please provide a copy of the Texas DFPS Placement Authorization Form (Form 2085) or a court order.

Acceptable Documentation:

1. All forms in the 2085 series
 - Foster Care/Residential Care – 2085 FC
 - Kinship or Other Non-Foster Caregiver – 2085 KO
 - Verified Kinship Foster Caregiver - 2085 KF
 - Legal Risk - 2085 LR
 - Home and Community-based Services (HCS) - 2085 HCS
 - Supervised Independent Living - 2085 SIL
 - Designation of Education Decision-Maker – 2085 E
 - Designation of Medical Consenter – 2085 B
2. DFPS Kinship Caregiver Agreement – 0695
3. Court-Order naming Texas DFPS as the Temporary Managing Conservator (TMC) or Permanent Managing Conservator (PMC)

If the student is **pre-kindergarten** and is in the conservatorship of DFPS, please provide a copy of the verification letter sent by the Texas DFPS and Child Protective Services.

****Military Dependent**

To enroll a student in **pre-kindergarten** because the student is a dependent of a member of the armed forces, one of the following forms of documentation must be provided:

- US Department of Defense (DoD) photo identification for children of active duty service members. Registrar will VIEW document – **no copy will be made**
- A statement of service from the installation adjutant general director of human resources for children of active members, mobilized reservists, or members of the Texas National Guard
- A copy of the death certificate using the service-appropriate DoD form, or a DoD form that indicates death as the reason for the separation from service, for children of service members who are deceased
- A copy of Purple Heart orders or citation for children of service members or mobilized reservists or guardsmen who were wounded or injured in combat
- A copy of the line of duty determination documentation for children of service members or mobilized reservists or guardsmen who were injured while serving active
- A copy of an official letter from a commander (at or above the lieutenant colonel or, for the navy, at the commander level) that states that the service member was wounded or injured while on active duty
- A copy of a letter from the US Department of Veterans Affairs indicating that the service member is eligible for disability compensation
- Documentation that a service member is MIA for children of service members who are MIA