

NEEDHAM PUBLIC SCHOOLS  
1330 HIGHLAND AVENUE, NEEDHAM MA 02492  
TEL. 781.455.0400 FAX 781.455.0426  
WWW.NEEDHAM.K12. MA.US

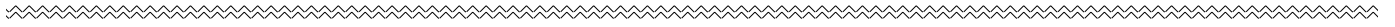
Daniel Gutekanst, Ed. D.  
Superintendent of Schools

Mary Lammi  
Director of Student Support Services

---

SCHOOL REGISTRATION CHECKLIST

\_\_\_\_\_ Complete the on-line registration form



Present the following documents by appointment between 8:00 am and 3:30 pm, weekdays, to:

Corine Burke, District Enrollment  
1330 Highland Ave.  
Needham, MA 02492  
781.455.0400 x245  
781.455.0426 Fax  
[corine\\_burke@needham.k12.ma.us](mailto:corine_burke@needham.k12.ma.us)

\_\_\_\_\_ Provide original birth certificate , or passport

\_\_\_\_\_ Provide proof of residency – current tax bill (Water or Property) or lease with utility bill

\_\_\_\_\_ Copy of last physical with immunizations

\_\_\_\_\_ Health History Form

\_\_\_\_\_ Home Language Survey

\_\_\_\_\_ Last report card, or other proof of grade level placement (not needed for K or 1<sup>st</sup> Grade)

\_\_\_\_\_ Release Student Records Form

***The following if applicable:***

\_\_\_\_\_ MCAS (Massachusetts Comprehensive Assessment System) scores

\_\_\_\_\_ Custody papers

\_\_\_\_\_ Copy of IEP or Section 504 Plan