Registration Requirements

To register your student successfully in Anne Arundel County Public Schools, please read carefully and follow the steps below.

Step 1

Two Proofs of Residency in Anne Arundel County

At least two proofs of residency are needed to register students, but more may be required.

1. A Lease, Mortgage Document, Deed or Title is required. If the provided document is not in your name, a notarized Tenant Resident Verification (TRV) must accompany the specified document. You can obtain a TRV at any public school in your area.

2. A recent utility bill or current bank statement addressed to the homeowner or renter must also be provided. Changes in home address or contact information should be communicated to the school promptly and proof of new residence provided.

Step 2

Proof of Birth

An original birth certificate or passport must be provided. If a birth certificate is not available, an affidavit with substantiating documentation is required.

Step 3

Current Health Documentation

Official documentation, including complete dates (month, day, year) of vaccine administration or a valid exemption is required for student registration.

Call your local health care provider or Anne Arundel County Department of Health area health centers for vaccine requirements before scheduling your appointment at the International Student & Family Welcome Center.

Glen Burnie Health Center
416 A Street, S.W., Glen Burnie, MD 21061
410-222-6633
Fax 410-222-6077

Parole Health Center
1950 Drew Street, Annapolis, MD 21401
410-222-7247
Fax 410-222-4323

Additionally, proof of a QuantiFERON TB blood test is required to register students who have resided in a foreign country for at least 6 months or more (with the exception of countries listed on the Exception List). Results of the test are required before students may begin school.

Step 4

Previous School Documentation

School records and/or original transcripts must be presented for secondary students and are recommended for elementary students. Recent periods of non-school attendance must be accounted for. If translated document is submitted, the original document in the original language must also be supplied.

Call 410-263-6420 to make an appointment.

Note—Registering students must be accompanied by a parent, court appointed guardian or legal custodian. If the student is to be unaccompanied, please call the International Student & Family Welcome Center for consultation.

Open Monday–Friday, 8:00 AM – 4:00 PM