



Karns City Area School District

KARNS CITY JUNIOR-SENIOR HIGH SCHOOL

1446 KITTANING PIKE

KARNS CITY, PA, 16041

(724) 756-2030

FAX: (724) 756-1060

NEW STUDENT REGISTRATION PROCEDURE

1. The student **must be accompanied** by a parent/guardian. This is required because a release of information form must be signed by the parent/guardian as well as school history provided during the enrollment process.
2. **The following information must accompany the student:**
 - A current copy of immunizations for the student
(Please share any medical concerns such as medications, allergies, etc.)
 - Official school transcript
 - A copy of the student's previous school schedule and report card along with any other school information necessary for accurate course scheduling
 - Know the complete address and phone number of your new residence
 - Documentation of residency or guardianship
 - A copy of current special education documentation (when applicable)
 - ✓ Comprehensive Multi-Disciplinary Team Evaluation
 - ✓ Individualized Education Plan
 - Attendance Record
 - Certified Discipline Record
3. **The parent(s)/guardian(s) will be given:**
 - A Safe School Affidavit that must be notarized and returned
 - Transportation information will be obtained regarding the bus number and a bus stop will be assigned
 - A Residency Affidavit to be notarized and returned when applicable
 - Home Language Survey

Upon completion of this process a student will be admitted to Karns City for class attendance and receive a schedule, homeroom assignment and all the necessary materials to make their transition as smooth as possible.