

# Clovis North Educational Center

## New Student Registration

Who is considered a new student?

- Any student NEW to CNEC/CUSD that does not currently attend a Clovis North area feeder school (elementary), Granite Ridge or CNHS
- Any student that is transferring to CNEC from any other secondary school that is WITHIN or OUTSIDE of Clovis Unified School District.

How do I transfer to CNEC?

- All transfers must be initiated through your home school (inside CUSD) or district of residence (FUSD, Sanger, Madera, etc.)
- Out of District Transfers are a two part process: If APPROVED, it will be submitted to CUSD Student Services by your resident district for CUSD approval (note requested school is not guaranteed)
- Once APPROVAL is received (if approved) you need to present original to the approved school site for enrollment

**Biological parent or legal guardian must be present at the time of registration with student (legal guardian must present court documents)**

**What do I need to register my student?**

- Student's original birth certificate**
- Proof of residence (One of the following MUST be dated within the past 30 days:)**
  - 1. Recent PG & E Bill
  - 2. Recent Water, Sewage and Garbage Bill
  - 3. Current Rental Agreement
  - 4. Recent Property Tax payment receipt
  - 5. Recent Pay Check Stub
  - 6. Escrow Papers that indicate that the closing date is within 45 days
  - 7. Voter Registration Card
  - 8. A certified copy of the Voter Registration Application Form
- Immunization records (Must have TDAP & 2 Varicella immunizations)**
- Withdrawal slip w/current grades (if registering during school year)**
- Recent Progress Report/Report Card (Jr. High)**
- Transcript (High School)**
- APPROVED transfer letter – if applicable**
- Any court documents regarding student (custody or protective orders)**

Contact Cyndi Massa (Registrar) with any other questions at 327-5013 or by email at [CyndiMassa@cusd.com](mailto:CyndiMassa@cusd.com)