

# Berkeley Unified School District

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## ADMISSIONS OFFICE

2020 Bonar St #108, Berkeley, California, 94702 (510) 644-6504 email: admissions@berkeley.net

## ADMISSIONS MANAGER

Francisco Martínez



## Enrollment Check List

**Read the following carefully:**

*Incomplete forms are not accepted. Please make sure ALL items are checked off of your list.  
We will not accept forms via mail, fax or email*

€ **Parent Preference Form** (obtained from our office or printed on **legal** size paper)

€ **Student's original birth certificate**

€ **Three proofs of Berkeley residency**

Only the following proofs are acceptable and must be current originals (dated within the last 2 months) imprinted with the name and current Berkeley address of the parent/legal guardian.

**One** must be a utility from the following list: (**Must provide entire bill**)

- PG&E
- Phone (non-cellular)
- EBMUD
- Internet
- Cable
- Garbage

**Two** from the following list: (**Cannot be from the same category.**)

- California Driver's License or California ID (with current residency address)
- Current bank statement
- Action letter from Social Services, CA State or Federal Offices
- Recent paycheck stub or letter from employer on **official** company letterhead  
Confirming residency address
- One additional utility (**Must provide entire bill**)