

**H. B. Plant High School**

2415 S. Himes Avenue

Tampa, FL 33629-5134

Phone: 813/272-3033 Fax: 813/272-0624

Website: plant.mysdhc.org

New Student Registration Checklist

**ALL required documentation must be copied and  
ALL paperwork in the folder must be complete**

**From Hillsborough County Public School**

- Two (2) Verifications of Residence ---- (**If you lease a home**, you must provide a copy of the lease agreement **and** a utility bill. **If you own the home**, you must provide a utility bill and some proof of ownership such as your property tax statement, warranty deed, or real estate contract.)
- Withdrawal papers from previous School (**needed only after school year begins.**)
- Social Security Card/Number
- If guardian, proof of guardianship- a copy of the court order appointing guardianship. Under extenuating circumstances, a notarized statement may be accepted if proof of residence can be validated.
- All transferring students must complete the following: One dose of tetanus- diphtheria- pertussis (Tdap) in 2005 or after anytime after

**From Florida Public School (another Florida County)**

- ALL OF THE ABOVE PLUS.**
- Report Card or Transcript from the latest school attended.
- Florida Certificate of Immunization (must be presented upon registration- **NO GRACE period**)
- Florida Health Examination Form ( Must be presented upon registration- **NO GRACE period**)
- Standardized Test Scores
- Birth Certificate

**From Out of State, Private School or Home School**

- Two (2) Verifications of Residence---- (**If you lease a home**, you must provide a copy of the lease agreement **and** a utility bill. **If you own the home**, you must provide a utility bill and some proof of ownership such as your property tax statement, warranty deed, or real estate contract.)
- Florida Certificate of Immunization (must be presented upon registration- **NO GRACE period**)
- Florida Health Examination Form ( Must be presented upon registration- **NO GRACE period**)
- Report Card or Withdrawal papers from previous School
- Standardized Test Scores
- Social Security Card/ Number
- Birth Certificate
- If guardian, proof of guardianship- a copy of the court order appointing guardianship. Under extenuating circumstances, a notarized statement may be accepted if proof of residence can be validated.
- Name and Address of Previous School

**Note: ESE students should bring a copy of their most current IEP in order to meet with the ESE Specialist prior to meeting with the Counselor.**

Authorized to Register: \_\_\_\_\_  
Signature of Principal or Designee