



QUICK CHECKLIST - SCHOOL MOVES

Airman & Family Readiness Center

Lackland AFB, Texas

School Age Attendance Requirements

In Texas a child must be five on or before September 1 for kindergarten and six on or before September 1 for first grade.

From the Parent/Guardian:

- Student's Birth Certificate (Original Certified Copy)
- Student's Social Security Number
- Student's Health Record (Immunization, physical, etc)
- Legal Documents as Needed
- Proof of Residency/Military Orders (utility bills, lease/escrow deed, housing contract)
- Student's Military ID Card (if applicable)

School Information:

- Address, Phone Numbers, Other Contact Information
- Course Description Book/Grading Scale (if available for 6th grade and above)
- Copy of the Cover of Each Textbook or the Title Page
- School Profile/Handbook
- School Web Page (URL)

School Records:

- Copy of Cumulative Folder/Transcripts (*only the copy mailed between schools is considered official*)
- Current Schedule
- Report Cards
- Withdrawal Grades or Progress Reports
- Test Scores (Standardized or Special Program Testing, etc.)

Special Programs Records as Appropriate:

- Individual Education Plan (IEP) Individual Accommodation Plan (504)/Gifted Program Description
- English as a Second Language (ESL) or Bilingual Education
- At-Risk or Other Action Plans for Classroom Modifications

Other Documents and Examples:

- Writing Samples and Other Work Examples
- Activities Records (co-extracurricular)
- Community Service or Service Learning
- Other Work or Performance Examples
- Academic Recognitions and Competition Participation