



DEPARTMENT OF DEFENSE
Domestic Dependent Elementary and Secondary Schools
South Carolina/Ft. Stewart District

CHARLES F. BOLDEN JR. ELEMENTARY SCHOOL
New Student Registration Letter

June 11, 2007

Dear Sponsor,

Welcome to the Laurel Bay Schools! Here at Bolden Elementary we strive to provide exemplary educational programs that inspire and prepare each student for SUCCESS in a global environment. Please help us by accurately completing the attached registration packet and returning it to our school.

Included in this packet is a Registration Form (DoDEA Form 600). Please ensure your child's social security number is entered correctly and that the form is signed by the active duty sponsor. If the sponsor is deployed, it may be signed by his or her spouse with a Power of Attorney (a copy will need to be submitted with the documents). If this is not possible, please ask the school registrar for further assistance.

In order to complete registration so that your child may begin school, you will need to provide the following information:

- a. A certified birth certificate from the Department of Vital Statistics of the state of birth. The certificate must include the parent's names and cannot be a pocket card or hospital/congratulatory certificate. A copy of the certificate will be retained.
- b. If the sponsor is not listed on the birth certificate as a biological parent, the child's dependency and custody determination must be documented before enrollment is approved. Please contact the Registrar for a list of required documents.
- c. The child's social security card. This document will be copied and retained.
- d. The sponsor's current military orders. Orders dated 36 months prior to the beginning of next school year will require an amendment, updated orders or the registrar can provide a form to be completed by the sponsor's unit.
- e. Documentation of the sponsor's housing assignment in permanent quarters, either by a housing letter, Housing Assignment Voucher, or the completed front page of the RCI lease agreement or a 90/180-day letter from the appropriate Housing office. The document must list the child as a dependent with authorization to live in housing. **No child will be permitted to start school without this documentation.**

Thank you for your cooperation. If you have any further questions or difficulties obtaining these documents, please contact the Registrar at 846-6441. We look forward to serving your child in our school this year!

Jacque Taton-Saunders, Ed.D.
Principal

Beaufort, South Carolina 29906
(843) 846-6112 FAX (843) 846-9283