

Quick Checklists for School Moves

Below are documents you will need to register your child in their next school. ****Moving Tip**** Carry these, and other important documents with you while you travel. **DO NOT** pack them with the rest of your household items.

Provided by the Parent/Guardian

	Student's birth certificate
	Student's social security number
	Student's health record (immunizations, etc.)
	Legal documents as needed (custody, guardianship, etc.)
	Proof of residency/military orders (e.g. utility bills, lease/escrow deed, housing contract)

For Parents: To-do list before you depart

	Notify that your child will be leaving at least two-weeks in advance
	Request official transcripts
	Find out the latest date your child can check out of school and still receive full credit
	Ask whether a child can complete credits after they have left the school district
	Request work that your child can do to keep current during the transfer

Families with Special Needs

	Bring copies of recent IEP for the new school
	If not already enrolled in EFMP, be sure to enroll at your new duty station as soon as possible and ask about the following:
	Priority housing, medical services, special education services, networking with other families, and much more

Provided by the School

	Copy of cumulative folder (only the copy mailed between school is considered official)
	Current schedule
	Report cards
	Withdrawal grades or progress reports
	Test scores (standardized or special program testing, etc.)
	Other:

School Information

	Address, phone number, other contact information
	Course description book/grading scale (if applicable for 6 th grade and above)
	Copy of the cover for each textbook or title page
	School profile/handbook
	School webpage (URL):
	Other:

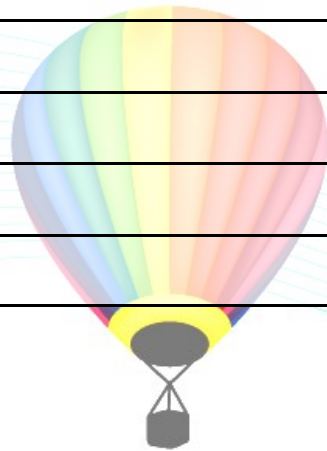


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Below are lists that your child(ren) can complete to be a helper in those weeks prior to the move.

Kids' Moving Checklist

	Return any library items I have checked out
	Decide which clothes and toys I have outgrown and give them away
	Get pictures of my friends
	Get contact information from my friends
	Give my friends my contact information
	Look up my new hometown on a map
	Ask my parents how I can help them
	Other:
	Other:
	Other:
	Other:



Kids' Pet Moving Checklist

Car Travel	
	Get my pet used to car travel by helping Mom or Dad take them on short car rides
	Pack a leash for my pet's safety
	Bring food and water for my pet
	Get Mom or Dad to stop the car during the trip so my pet can exercise and take potty breaks
	Other:
	Other:

Air Travel	
	Get Mom or Dad to reserve a space on the airplane for my pet
	Make sure my pet can stand up, lie down, and turn around in his crate
	Write "FRAGILE. LIVE ANIMAL," "THIS SIDE UP," and my pet's name and new address on side of the crate
	Attach new tag to my pet's collar and update the microchip with my name and new address
	Feed my pet a light meal five to six hours before the flight
	MOST IMPORTANT. Talk to the vet and write down what he says to do to get my pet ready to move
	Other:

