

Garfield Public School District's Pre-Registration/Registration Process

*For Parent(s)/Guardian(s) of children never enrolled in the Garfield School System.

Step 1: Complete online pre-registration for each child separately:

<https://www.fridayparentportal.com/garfield/preregistration>

Step 2: Fill out attached document forms (see registration documentation list for reference)

Step 3: Mail or drop completed registration forms and supporting documents off to the Central Registrar (K-12)
OR Preschool Registrar (3-4 yr. olds)

Central Registrar: Karen Benanti 464 Outwater Lane Garfield, NJ 07026 973.340.5021	Preschool Registrar: Elaine Wich 241 Ray Street Garfield, NJ 07026 973.253.6600 ext. 6601
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Step 4: You will be contacted if you are missing any information.

If you do not complete the forms, your child will not be registered and placed into a school/classroom.

Below are the documents that need to be COPIED and mailed or brought to registrar's office. All foreign documentation MUST be translated into English. *required for admittance into school.

K-12 Registration Documents	Preschool Registration Documents
<ul style="list-style-type: none"> <input type="checkbox"/> Proof of Registering Parent (Driver's License/Passport) <input type="checkbox"/> Student Registration Form <input type="checkbox"/> Registration Statement/Parent Affidavit <input type="checkbox"/> *School Certification of Immunization Record <input type="checkbox"/> *Universal Child Health Record <input type="checkbox"/> Student Transfer Card/School Records <input type="checkbox"/> Student Birth Certificate/Passport (must be original and translated into English) 	<ul style="list-style-type: none"> <input type="checkbox"/> Proof of Registering Parent (Driver's License/Passport) <input type="checkbox"/> Student Registration Form <input type="checkbox"/> *School Certification of Immunization Record <input type="checkbox"/> *Universal Child Health Record <input type="checkbox"/> Student Birth Certificate/Passport (must be original and translated into English) <input type="checkbox"/> Garfield Preschool Programs <input type="checkbox"/> Preschool Survey <input type="checkbox"/> Preschool Registration/Placement

Documentation of Residency

All parents/guardians **MUST** provide copies of current documents as proof of residence in the city of Garfield. Documents are required to clearly indicate the names and addresses provided for registration of all students. **Individuals MUST provide their Dwelling Certificate issued by the City of Garfield Fire Official along with one (1) document from Category A and three (3) documents from Category B.**

Category A	Category B- Three (3) documents
<ul style="list-style-type: none"> <input type="checkbox"/> Mortgage document of payment book <input type="checkbox"/> Property tax bill <input type="checkbox"/> Recorded deed <input type="checkbox"/> Notarized signed lease <input type="checkbox"/> Notarized Landlord Affidavit (renter) <input type="checkbox"/> Notarized Host Residency Verification (owner; tenant) 	<ul style="list-style-type: none"> <input type="checkbox"/> Bank statement (block out figures) <input type="checkbox"/> Cable bill <input type="checkbox"/> Credit card statement <input type="checkbox"/> Telephone bill <input type="checkbox"/> Electric/Gas bill <input type="checkbox"/> Paycheck stub (name & address visible) <input type="checkbox"/> Water/Sewer bill