

Linden Public Schools welcomes you!

Below you will find the procedure for enrolling your student into our school system.

Any questions may be directed to registration@lindenps.org

Effective July 3, 2023, our registration is now a 2-part online and in-person procedure.

A paper registration packet is still required.

1) Please complete the Online Registration Application by clicking on the banner below. You will be required to upload the following documents in order to complete the pre-registration:

- Student's birth certificate or passport (birth certificate is strongly preferred)
- Photo ID of Parent/Guardian
- Proof of Residency (mortgage bill, deed, property tax bill or complete lease)
- Student's immunization record

You may use a scanner, scanner app for your phone, or a CLEAR photo showing only the required document in order to provide this documentation. Please have these files ready before your start the application- YOU WILL NOT BE ABLE TO SUBMIT YOUR REGISTRATION WITHOUT THEM.

2) Once your online application has successfully submitted, you will be directed to call the Central Registration office at 908-986-9307 to confirm your online application and set up an in-person appointment to complete your student's registration. AN IN-PERSON APPOINTMENT IS REQUIRED TO COMPLETE YOUR STUDENT'S REGISTRATION.

A district attendance officer may also follow up if further information regarding your proof of residency is needed.

3) At the time of your appointment, bring the following original documents with you:

- Student's birth certificate or passport (birth certificate is strongly preferred)
- Photo ID of Parent/Guardian
- 6 Points Proof of Residency (this is outlined in the registration packet)
- Student's immunization record
- If your student is transferring from another NJ Public Schools: Transfer Card/Form from previous school
- If your student is transferring from out of state/out of country/a private school: Most recent report card/transcript
- If applicable: copy of your student's IEP and/or 504

4) Once all requirements have been fulfilled and the student has been medically cleared by the Central Registration nurse, your child's file will be forwarded to the designated school. A representative from the school will contact you regarding class/schedule placement and picking up your child's technology device.

If you have any questions, concerns, or encounter an issue with the registration process, please contact the registrar by email at registration@lindenps.org or by phone at **908-986-9307**.

LINK TO ONLINE REG GOES HERE

<https://genesis.c2.genesisedu.net/linden/openReg?screen=welcomeScreen&action=form>