



**Parent Affidavit - Memo of Understanding**  
The Parent/Guardian signature is required as an acknowledgement of your understanding of the items needed for student entry into Kindergarten or DK.  
Please sign where indicated even if you have already provided enrollment items.

District Enrollment Office ● 10505 Learning Lane, Allendale MI, 49401

PLEASE PRINT YOUR CHILD'S NAME

1. **ORIGINAL BIRTH CERTIFICATE:** The Michigan Missing Children's Act (*MCL 380.1135*) requires the school district to notify the person enrolling that he or she must provide a certified (original) birth certificate. Birth certificates provided by a hospital are not valid.

*As the parent/guardian, I understand that I must provide my child's original (no copy) birth certificate within 30 days of my child's first day of school. If I fail to do so, the school district must contact the local law enforcement agency for investigation.*

→ Parent/Guardian Signature (**required**)

Date

2. **HEALTH RECORDS:** (*Public Health Code Acts 89 of 2000 and 368 of 1978 Section 9307*) The Michigan Department of Community Health requires that the parent/guardian of each child **must** present the follow documents to school officials **before initial entry into school:**

- a) **A certificate of required immunizations** or valid waiver with Ottawa County Health Department stamp
- b) **Proof of Vision and Hearing Screening**
- c) **Health Appraisal** completed and signed by a physician

*As the parent/guardian, I understand that I must present the health records listed above as required by law. If I fail to do so, my child will not be permitted to attend school until I have provided the proper documentation.*

→ Parent/Guardian Signature (**required**)

Date

3. **PROOF OF RESIDENCY** (*MCL380.1148a:388.1624b*): Proof of residency is required at the time of enrollment or before a student begins the first day of school. In order to establish legal residence for school purposes a student must have a parent or legal guardian residing in the school district.

**Acceptable proof of residency is:**

**Lease** (month-to-month no longer accepted) or **mortgage** with at least one of the parent/guardian's name listed.

**Utility bill** (gas, electric, home phone, cable/satellite) with at least one of the parent/guardian's name listed.

Unacceptable items are driver's license, auto insurance, voter card, and any other items not listed above.

*As the parent/guardian, I understand that I must present acceptable proof of residency as described above and required by law. If I fail to do so, my child will not be permitted to attend school until I have provided this proper documentation. I understand that if I move, I will need to provide a new proof of residency.*

→ Parent/Guardian Signature (**required**)

Date