

List of Required Student Enrollment Forms
October 27, 2020

- DC Residency Verification Form – 2020-21 School Year (OSSE Form)
- DC Residency Verification Form – Re-enrolling Students (OSSE Form 2)
- Home Visitation Consent (OSSE Form 6)
- Home Visitation Consent & Verification Form – 2020-21 School Year (OSSE Form)
- McKinney-Vento Confidential Referral Form (OSSE Form 8)
- Transcript Request Form or Transcript Waiver Form (GEC forms, attached)
- Student Release of Information Form (GEC form, attached)

Plus documents that are required to prove Residency per OSSE:

ONE of the following:

- A Pay Stub with Current Address and DC Tax Withholding
- Supplemental Security Income statement
- Letter that a Child is a Ward of the District of Columbia
- Proof of financial assistance from the DC Government: TANF or SNAP verification of income or recertification letter
- Approval letter from a housing shelter or a letter from the Housing Authority

If none of the above items are available, TWO of the following will be accepted:

- Unexpired DC motor vehicle registration
- Complete, unexpired lease or rental agreement and lease letter that reflects your proof of payment from rental office
- DC Driver's License or Non-driver ID (due to COVID-19 if this is expired **after** March 27th, it will be accepted)
- *One utility bill (only gas, electric and water bill) with proof of payment (CR on bill or external receipt)*



ADULT CHARTER HIGH SCHOOL



TRANSCRIPT WAIVER REQUEST

Directions: Please complete this form in its entirety and then return it, with all additional documentation to the Registrar. You will be notified by your Academic Success Coach after a decision has been made.

_____ **Date**

Name (Last, first, middle initial)

Street Address, City, ST, Zip Code

Primary phone number/Other phone number

Email address

School Information:

 The Goodwill Excel Center

Name of School

 1776 G Street N.W., Suite 101

School Address

 Washington, DC 20006

City, State, Zip

Reason for Transcript Waiver Request:

- School no longer exists Records were destroyed Never Attended High School

Please provide detailed information about the extenuating circumstances that are currently inhibiting you from obtaining your high school transcript. If possible, please attach any supporting documents or evidence to this request form.

- I certify that I have no former High School Credits, therefore, will begin the Goodwill Excel Center as a newly enrolled High Student.

Student Signature



ADULT CHARTER HIGH SCHOOL



**TRANSCRIPT REQUEST
CONSENT**

Student Name (name used while in school)

LAST _____, FIRST _____, MI _____

DATE OF BIRTH ___/___/___

LAST FOUR DIGITS OF YOUR SOCIAL SECURITY NUMBER _____

LAST GRADE COMPLETED _____ YEAR COMPLETED _____

ALL HIGH SCHOOLS ATTENDED, CITY, STATE, AND DATE:

- 1. _____
- 2. _____
- 3. _____
- 4. _____

CURRENT ADDRESS

(STREET, CITY, STATE, ZIP)

DAYTIME PHONE # _____

STUDENT SIGNATURE _____ TODAY'S DATE _____

MAIL OFFICIAL TRANSCRIPT TO:

1776 G Street NW, Ste 101

Washington, DC 20006

ATTN: AMINA A. RAHIM, REGISTRAR

amina.abdul-rahim@dgoodwill.org



Student Release of Information

I _____ adult student, give permission for the following person(s) to discuss any information regarding my attendance, grades, behavior and graduation plan.

1. _____
2. _____
3. _____

Student Signature: _____

Date: _____

** This form will stay on file and will be valid for every term the student is enrolled, until is changed by the student