MSD: Entrance Application, Residency Documentation, and Records Review

Before admission is finalized when residency, guardianship, durable power of attorney, prior discipline, juvenile court involvement, prior special education services, or alternative residency is at issue, the District may require completion of a Millard School District School Entrance Application and may review records reasonably necessary to recommend proper placement and determine whether admission conditions are appropriate.

Local schools shall request immunization records, a certified birth certificate or acceptable alternative proof, a report card or written withdrawal record from the prior school, proof of residency or approved alternative enrollment status, and any records required by law. Except where immediate enrollment is required by law, including for homeless students or other legally protected circumstances, the District may allow up to thirty days after registration for documents other than immunization documentation.

When a student seeks credit, grade placement, or activity eligibility based on instruction outside the direct supervision of the District, the school shall coordinate the admissions decision with the applicable credit-evaluation, home school, private school, online, charter school, graduation, and student records policies. Admission to school does not automatically grant transcript credit for non-accredited or undocumented coursework.

Source: MSD Policy 6000, approved 2026.