



THE VIRGIN ISLANDS DEPARTMENT OF  
**EDUCATION**

Office of the Insular Superintendent  
St. Thomas-St. John District  
1834 Kongens Gade

Charlotte Amalie \* St. Thomas \* U.S. Virgin Islands 00802-6746

**ST. THOMAS/ST. JOHN PUBLIC SCHOOL**  
***EARLY REGISTRATION DATES***  
**FOR 2019-2020 SCHOOL YEAR**

***For Students Entering Grades K – 12***

**Location:** Edith Williams Alternative Academy

**Time:** 8:00 a.m. - 2:00 p.m.

<u>Date</u>	<u>Last Name Starting With</u>
May 6, 2019 .....	A,B
May 7, 2019 .....	C,D
May 8, 2019 .....	E,F
May 13, 2019 .....	G,H,I
May 14, 2019 .....	J,K,L
May 15, 2019 .....	M,N
May 20, 2019 .....	O,P,Q
May 21, 2019 .....	R,S
May 22, 2019 .....	T,U,V
May 28, 2019 .....	W,X,Y,Z

<p align="center"><b><u>ST. JOHN</u></b></p> <p align="center"><b><i>Location: Julius E. Sprauve School</i></b></p> <p align="center"><b><i>Date: May 29, 2019</i></b></p> <p align="center"><b><i>9:00 a.m. - 12:30 p.m.</i></b></p> <p align="center"><b><i>Grades: K - 12<sup>th</sup></i></b></p>
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**\*\*Third (3<sup>rd</sup>) Marking Period Report Card is required to hold a space at respective school \*\***  
**\*\*Final Report Card must be submitted in order to receive School Admission Slip\*\***



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**ST. THOMAS/ST. JOHN PUBLIC SCHOOL**  
***FINAL EARLY REGISTRATION DATES***  
**FOR 2019-2020 SCHOOL YEAR**

*For Students Entering Grades K – 12*

**Location:** Edith Williams Alternative Academy

**Time:** 8:00 a.m. - 2:00 p.m.

<u>Date</u>	<u>Last Name Starting With</u>
June 3, 2019 .....	A,B,
June 4, 2019 .....	C,D,
June 5, 2019 .....	E,F
June 6, 2019 .....	... G,H,I
June 10, 2019 .....	J,K,L
June 11, 2019 .....	M,N,O
June 12, 2019 .....	P,Q
June 13, 2019 .....	R,S
June 17, 2019 .....	T,U,V
June 18, 2019 .....	W,X,Y,Z

**Saturday Registration:** June 22, 2019 from 10am-2pm

**ST. JOHN**

***Location: Julius E. Sprauve School***

***Date: June 19, 2019***

***9:00 a.m. - 12:30 p.m.***

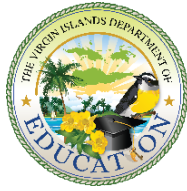
***Last Names A-Z***

***Grades: K - 12<sup>th</sup>***

***\*\*Third (3<sup>rd</sup>) Marking Period Report Card is required to hold a space at respective school\*\****

***\*\*Final Report Card must be submitted in order to receive School Admission Slip\*\****

***Regular registration will resume after July 16, 2019 from 8am – 2pm.***



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## STT/STJ PUBLIC SCHOOL REGISTRATION DOCUMENTS

<i>Student's Original Birth Certificate or Baptismal Record</i>
<i>Student's Passport (American or Foreign), Resident Card or Naturalization Certification</i>
<b>School Records:</b> <ul style="list-style-type: none"><li>• <b>Report Card/ Progress Report:</b> Required for students in Grades K thru 8</li><li>• <b>Official Transcript:</b> Required for students in Grades 9, 10, 11 and 12;</li></ul>
<i>Virgin Islands Immunization Card</i>
<b>Updated Health Clearance Form:</b> <i>Health Clearance Form: Form must be obtained from one of the Department of Health Clinics which are: East-End Clinic - STT (Green-Slip), Maternal Child Healthcare - STT and The DeCastro Community Health Clinic - STJ (Blue Slip).</i>
<b>Parent/Guardian Proof of Physical Address:</b> <i>A recent WAPA bill, license, government issued document or receipt showing name and current physical address of legal parent/guardian. or receipt showing name and current physical address of legal parent/guardian.</i> <ul style="list-style-type: none"><li>• <b>Living with Family or Friend:</b> <i>A notarized Residency Affidavit and proof of address of tenancy is required when the parent/guardian and student reside with a family member or friend. (Residency Affidavit is available upon request)</i></li><li>• <b>Resident without Rent Receipt or Lease Agreement:</b> <i>A notarized Landlord Affidavit and proof of address from the owner of the property (or the person authorized to lease the property on behalf of the owner) is needed when the parent/guardian is renting a home but is unable to obtain a rent receipt to prove occupancy of a residence. (Landlord Affidavit is available upon request)</i></li></ul>
<i>Valid Photo ID of Parent/Guardian</i>
<i>Power of Attorney/ Guardianship Affidavit (If child is not living with one or both biological parents)</i>
<i>Individualized Education Plan (IEP) or evaluation data, for Special Education and 504 students.</i>

**CHILDREN MUST BE PRESENT DURING REGISTRATION AND ACCOMPANIED BY A BIOLOGICAL PARENT/LEGAL GUARDIAN.**

**ALL CHILDREN ENTERING KINDERGARTEN MUST BE 5 YEARS ON OR BEFORE DECEMBER 31, OF THE SAME YEAR REGISTERING TO ENTER KINDERGARTEN.**