

Checklist for School Moves



PCS Checklist - From the Parent/Guardian

- Student's birth certificate
- Student's passport
- Student's shot record
- Legal documents, as needed (power of attorney, custody papers, etc.)
- Military orders (including housing orders)

School Information

- Address, phone numbers, email, other contact information
- Course description book/grading scale (for 6th grade and above)
- Copy of the cover of each textbook
- School profile/handbook
- School web page

School Records

- Copy of cumulative folder
- Current schedule
- Report cards
- Withdrawal grades or progress reports
- Test scores (standardized or special program testing, etc.)