

*Nogales Unified School District #1
Registration Office
351 W. Plum Street
Nogales, AZ 85621
Phone (520) 287-0800 ext. 7939 or 7911
Fax (520) 287-0819
Monica Jimenez, Registrar Clarissa Figueroa, Records Clerk*

According to Nogales Unified School District #1 Policy JFAA; the following students are residents of the District:

- A student who is in the legal custody of a natural or adoptive parent, or other person to whom custody has been granted by a court order.
- A student who is an emancipated minor.
- A student who is eighteen (18) years of age.
- A student who is homeless and attended a school in the District at the time of becoming homeless.
- A student who resides with a family member while awaiting the outcome of legal guardianship (ARS 15-821(D)).

Student Registration Requirements (ARS 15-802 and Policy JFAA)

1. Parents or legal guardians who maintain their own residence:
 - a. Arizona driver's license or Arizona identification card with the current address.
 - b. Unisource Energy Services (gas & electric are one bill), City of Nogales (water department) or Telephone (unpaid) bills must be current and cannot exceed two months.
 - c. Lease/Rental Agreement or Proof of Homeownership.
 - d. Document from Arizona or Federal agency with the current address.
2. Parents or legal guardians who do not maintain a residence:
 - a. Signed and notarized Affidavit of Residency form.
 - b. Document from the list above from the person who maintains the residence.
3. An original birth certificate (no copies). (ARA 15-828)
2. Immunization records. (ARS 15-872)
3. Withdrawal form and report card or transcripts from previous school. (ARS 15-827)
5. Open enrollment form (if outside of designated school's attendance area). (ARS 15-816.01)
6. If parents are divorced, you must provide proof of custody.

Both Nogales Unified School District *Policy JF* and *Arizona Revised Statute § 15-828 (E)* require the school district to:

“...report to the local law enforcement agency any affidavit received pursuant to this section which appears inaccurate or suspicious in form or content”.

*Registration hours are Monday through Friday
8:00 A.M. to 4:00 P.M.
Thank you!*