

New Student Registration Process

The Counseling Center is open from 7:00AM – 3:00PM during the school year (8:00AM – 3:00PM, summer hours)

Please contact the Registrar, Mrs. Brino, at 410-757-1300, ext. 237, or email lbrino@aacps.org, to schedule an appointment for registration.

At the time of registration, the following **must** be provided:

- A parent or **legal** guardian must be present at time of registration and must present a **PHOTO ID** (driver's license or state ID)
- **2 PROOFS OF RESIDENCY - MANDATORY**
 - 1- **Deed or rental contract or Tenant Residency Verification (TRV)**
 - 2- **one** of the following: (must show current address)
 - a. utility bill
 - b. current bank statement
 - c. car insurance bill
 - d. current pay stub
 - e. W-2 form
- **UP-TO-DATE IMMUNIZATION RECORD – MANDATORY**
 - must have **complete Hepatitis B vaccination series and Varicella vaccination** (or have had the disease)
 - if coming from a foreign country, must show proof of **tuberculosis test** administered in the US
- **BIRTH CERTIFICATE**
- **PHYSICAL EXAM** (if first time in Maryland public school: must be completed within **9 months prior** to entering MD public school system or **6 months after**)
- **LAST REPORT CARD OR TRANSCRIPT**
 - For incoming 9th graders, the 8th grade report card must indicate that the student has been promoted to 9th grade
 - For upcoming 10th, 11th, and 12th graders, a transcript is the preferred document.
- **TRANSFER GRADES**
- **CUSTODY DOCUMENTS**, if applicable

Students are assigned to counselors by last name:

Mrs. Goldsborough...A-DAU

Ms. Evans (Department Chair)...DAV-GE

Mr. Smith...GF-KT

Dr. Gerardi...KU-MEK & AVID

Mr. Kozik...MEL-SE

Mrs. Graham...SE-Z