



**Holly Grove Elementary's
Transitions Checklist for Military Connected Families**

INBOUND CHECKLIST

- ☐ Access and complete registration packet
- ☐ Proof of Residency
- ☐ Birth Certificate
- ☐ Immunization Record
- ☐ Prior School Information
- ☐ Most recent report card
- ☐ Custody Papers (if applicable)

OUTBOUND CHECKLIST

- ☐ Notify school that your child will be leaving within 2 weeks of deployment
- ☐ Copy of most recent report card
- ☐ Copies of any IEP, 504, AIG documentation (if applicable)
- ☐ If you are PCSing overseas, please contact Ms. Stomp, cstomp@wcpss.net, to coordinate the record transfer