

STEP-BY-STEP GUIDE · DELAWARE

Enrolling a Child in School in Delaware: Documents and 2026 Guide

Enrollment asks for no Social Security number and no status. But the second proof of residency is a sixty-day utility bill in the parent's name, so the utility account comes first.

SHORT ANSWER

Start with the good news: **school enrollment does not ask for a Social Security number**, and the published document list contains **no question about citizenship or immigration status**. Enrollment runs entirely online. But there is a sequencing trap you need to know up front: the required **second proof of residency is a utility bill dated within the last 60 days in the parent's name**, and that bill depends on **a utility application with a mandatory number field**. So the order is: **utility account first, school second**. There is one more piece of paper specific to Delaware: a **tuberculosis risk assessment questionnaire for students**.

BUILD THE CHAIN FROM THE START: UTILITY ACCOUNT FIRST, SCHOOL SECOND

- The **second proof of residency** the school requires is a **utility bill dated within the last 60 days** (gas, water or electric) in the parent or guardian's name, or confirmation that the utilities at that address have been **transferred into the parent's name**.
- That bill depends on the town's utility application, which has a **mandatory Social Security number field**; the town has published no alternative for an applicant without a number. The detail is in the moving checklist guide.
- **The order should be:** sign the lease, get the tenant transfer form from the landlord, call the town's business office, open the utility account, wait for the bill, then enroll.
- **For a tenant the two processes share the same two documents:** the signed lease satisfies the school's **first** proof of residency and is also part of the utility application; the landlord's transfer form is part of the utility application too. Collect both on the same day.
- **If the family is living with someone else** and the parent's name appears on neither proof, you have to call the district's special services unit to verify the address: **302-653-3135**. If that is your situation, do not wait for enrollment day; call ahead.

Two proofs of residency, two separate categories

PROOF	WHAT IS ACCEPTED
First proof of residency	Must show the address of the property and the name of the parent or guardian : a mortgage statement, a deed , a property tax bill, or a signed lease

PROOF	WHAT IS ACCEPTED
Second proof of residency	Must show the service address and the name of the parent or guardian : a utility bill dated within the last 60 days (gas, water or electric), or confirmation that utilities were transferred into the parent's name

Documents required for the student

- The student's **birth certificate**.
- The student's **immunization records**, on the state health form in either the kindergarten through grade 6 or the grade 7 through 12 version.
- **Photo identification for the parent or guardian**, and **custody documents** if any exist.
- For transfer students, the **most recent report card or transcript**, plus the **official withdrawal form** from the previous school.
- A **transportation request form**, and any **individualized education program, 504 plan** or other service records.
- A **court document** to remove a parent named on the birth certificate but not on the application from the contact list; and if the person applying is not named on the birth certificate, a **court document showing guardianship or paternity**.

QUESTION	ANSWER
Is a Social Security number required?	No. It does not appear on the published document list, and the page asks nothing about citizenship or immigration status
Is proof of lawful status required?	Not on the published list
Where does enrollment happen	Entirely online through the district's own portal; the district office is 302-653-8585

A piece of paper specific to Delaware: the tuberculosis risk questionnaire

On the district's student health forms page the following appear as **state forms**: the state education department's **tuberculosis risk assessment questionnaire for students**, two separate **student health forms** (one for children, kindergarten through grade 6, and one for adolescents, grades 7 through 12), a prevention and emergency response plan for students with allergies, a physical examination form for high school sports, and a health history form. **What this means for a family newly arrived from Türkiye**: it is normal to expect a tuberculosis risk question at enrollment. **This is not an immigration check**, it is a routine public health practice, and Delaware has made the step a state form. If you would like to complete the questionnaire with the school nurse, ask for an appointment.

WE COULD NOT VERIFY THE IMMUNIZATION SCHEDULE, SO THERE IS NO VACCINE LIST HERE

- **We could not read** which vaccines are required in how many doses, or **how an immunization record from Türkiye is evaluated**; that information sits in the regulations of the state education department and the public health division, and those source pages did not open during the research.
- So we do not say "these vaccines are required"; we say **we could not find it**. We are not inventing a list, because showing up with an incomplete one costs you a day.
- **What to do:** bring a **certified English translation** of the immunization card from Türkiye and ask the district's health unit two questions at enrollment: which immunizations are required, and with what document are immunizations given abroad accepted. **Ask for the answer in writing.**
- A warning on transcripts: for a high-school-age child, obtain the transcript and the course descriptions **before you leave Türkiye**; getting them afterwards is far harder.

Schools, school choice and finding your home school

- The schools listed on the district's enrollment page: Sunnyside Elementary, Clayton Elementary, Smyrna Elementary, North Smyrna Elementary, John Bassett Moore Intermediate, Clayton Middle, Smyrna Middle and Smyrna High.
- The district runs a **school choice** process for attending a school other than the home school, and directs families to the state education department's **school finder** tool to identify the home school.
- **The town legally sits in two counties at once**, because its charter fixes the boundary by a map recorded in the recorder of deeds offices of Kent and New Castle counties. That is a reason to verify on the school side too: **enter your own street address in the school finder and have the result confirmed by the district office.**
- A budget note: the district has gone to referendum **four times** in recent years and lost two; it **passed in February 2020 and March 2021, and did not pass in March 2024 and March 2025**. That is also the answer to why the school district property tax rate is hard to pin down.

LANGUAGE: WE SAY IT PLAINLY, WE FOUND NO TURKISH MATERIALS

- We looked for whether the district publishes an **English learner** or multilingual services page and **could not find one**. The entire navigation structure of the site was walked through; the units listed are athletics, child nutrition, curriculum and instruction, finance, health resources, special services and communications.
- **The enrollment page is in English only** and names no interpretation service.
- Judging by the published documents, the district works in practice in **English and Spanish**: the state health form and the sports physical form are published in Spanish, and no other language appears.
- **No Turkish materials were found on the district's, the town's, the county's or the state library division's sites**. The county's own site offers machine translation, but Turkish is not among the languages it offers.
- **What to do:** when you submit the online enrollment, **write your interpreter request explicitly**, call the district office and ask which languages they can support, and bring a family member with strong English or your own interpreter.

- 1 Settle the address.** Because the town reaches into two counties, verify your home school in the school finder before you sign a lease and have the district confirm it.
- 2 Open the utility account in your own name.** The second proof of residency is a sixty-day bill in the parent's name; without an account that proof does not exist.
- 3 Get the lease and the transfer form on the same day.** Both go into the school file and the utility file.
- 4 Prepare the birth certificate and the immunization card with certified English translations.**
- 5 Expect the tuberculosis risk questionnaire** and ask for an appointment with the school nurse if you want help completing it.
- 6 Ask the district's health unit about immunizations** and ask for the answer in writing; this guide deliberately contains no vaccine list.
- 7 Write your interpreter request before enrollment day** and ask for written confirmation.
- 8 If you are transferring in, request the withdrawal form from the previous school;** the district names it specifically.



TURKISH-SPEAKING IMMIGRATION ATTORNEY IN DELAWARE

Have a question about your immigration status?

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