

**Millbrook High School**  
2201 Spring Forest Road  
Raleigh, North Carolina 27615  
(919) 850-8787

*WELCOME TO MILLBROOK HIGH SCHOOL*

We are eager to help you enroll your child in our school and register them for the appropriate courses. Attached you will find a folder with forms that you will need to complete before you meet with a counselor. In addition to these forms, you will need to provide the following documents at the time of your registration appointment:

► **Copy of Birth Certificate if New to Wake County Public Schools**

► **Proof of Address:**

**We can accept:**

- Signed lease for house or apartment
- Signed purchase agreement with closing date
- Current public service gas bill
- Current electricity bill
- Current public water bill

**We cannot accept:**

- telephone bill
- cable bill
- credit card bill
- driver's license

(The documentation presented must be in the name of the parents(s) or legal guardian who is enrolling the student).

► **Other documents required:**

- Immunization documentation
- Transcript of courses completed
- IEP (Individualized Education Plan/Special Programs)
- Withdrawal form if during the school year
- 8<sup>th</sup> grade report card for new 9<sup>th</sup> graders

When the documents are ready, please call ***Student Services (919-850-8807)*** to schedule an appointment to complete the registration process. This process takes about one hour. The student and parent will need to complete a *four-year high school plan* in order to graduate under the new **North Carolina Course of Study** requirements.

\*Please note that the Discipline Status Enrollment Form requires the seal of a Notary Public. Plan to complete this form in the presence of the counselor on the day of your appointment, and it will be notarized free of charge at that time.

\*For *Bus Information*-please call Millbrook Transportation at (919) 870-4247