



# Our Lady of Perpetual Help

80 Wellington Avenue  
Daly City, CA 94014  
(650) 755-4438  
www.olphdc.org

## PROCEDURE FOR NEW REGISTRATION

1. Fill out application **completely** (please print).
2. Write your child's **legal name exactly** as it appears on his/her birth certificate.
3. At the time of filing the application, also bring to the school office the following:
  - a. Your child's **birth and baptism certificates (if baptized)**
  - b. Your child's **immunization record**
  - c. Most recent **report card** for students transferring into Grades 1-8
4. A Testing Fee of **\$25.00 (CASH ONLY—EXACT AMOUNT—NO CHECKS)** per student is payable at the time of registration.
5. The application with the testing fee, certificates, and immunization record should be returned to the office Monday through Friday from 9:00am-12:00pm or 1:00-2:30pm.
6. When you file the application, you will be given the time and date of your child's test.