

Guidance Office Information

Who works in the Guidance Office?

Counselor: Dara Thompson - 225-391-6608 dara.thompson@apsb.org

Secretary: Virginia Arens - 225-391-6615 virginia.arens@apsb.org

Only parents or legal guardians can register the student.

In an effort to help save you time when registering a new student, please have the following items available for the school to make copies:

- *Student's original birth certificate (must be able to read and see all parts)
- *Student's Social Security Card
- *Student's Updated Immunization/Health/Shot Records or Notarized Exemption Letter
- *Student's Proof of Residence (current electric or gas bill, lease if utilities in landlord's name)
 - Disconnect notices are only accepted with a receipt of payment
 - Water, cable, phone, and garbage bills are not accepted.
 - If the electric or gas bill is in a step parent's name, please provide a copy of your marriage license at time of registration.
 - If you do not have an electric or gas bill in the parent/guardian's name, please call the guidance secretary's office at 225-391-6615 for more information regarding an affidavit of residency packet that will need to be notarized and approved prior to registration.
- *Any court approved/legal custody papers regarding shared or domiciliary custody.