

Northside High School Registrar Office Services

Services	Details	Link to Forms & Instructions
FREQUENTLY REQUESTED SERVICES	<div>Request DACA Enrollment Verification</div> <div>DPS Verification of Enrollment Form</div> <div>NHS Enrollment Requirements & Process</div> <div>Transcript Request</div> <div>Verification of Enrollment Letter</div>	
Address Updates/Correction	Instructions and requirements for submitting address updates/corrections	NHS Address Updates/Corrections
Advanced Academics Scores	<ul style="list-style-type: none"> Advanced Placement (AP) scores are available on the College Board website. <ul style="list-style-type: none"> Contact your designated counselor. Dual Credit (DC) scores must be requested from the College you competed the credits with: <ul style="list-style-type: none"> For HCC students go to https://myeagle.hccs.edu/ and click Student Sign-In to access your account and submit a transcript request. Contact your Dual Credit course teacher or Ms. Garner if you have questions. 	
Community Service Hours/Form	Ms. Morgan	SMORGAN7@houstonisd.org
Diploma Pick Up	<ul style="list-style-type: none"> Monday-Thursday pick up between 8:30am-3:00pm from Ms. Ponce 	
DPS Verification of Enrollment Request	<ul style="list-style-type: none"> Please go to https://www.dps.texas.gov/section/driver-license/how-apply-texas-driver-license-teen and make sure you review your requirements and set an appointment before requesting this document. Once the VOE is provided, it is only good for 30 days. 	DPS VOE Request

Please allow 24-48 hours for processing of your requests (Mon-Fri, regular business days). **REQUEST WILL NOT BE PROCESSED DURING SCHOOL/DISTRICT HOLIDAYS.**

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Services	Details	Link to Forms & Instructions
Enrollment	<ul style="list-style-type: none"> Link to instructions and forms required for enrollment. 	Northside High School Enrollment
Request for Student Records	How to request records from Northside High school, if you are from another educational institution.	Northside HS Records Requests
Student/Parent Records Requests	Request: <ul style="list-style-type: none"> Transcript Verification of Enrollment Letter DACA Student Verification 	Submit your request
Transferring to Northside (when not zoned to Northside)		NGUERRE2@houstonisd.org
Withdrawing from Northside HS	<ul style="list-style-type: none"> Return all textbooks, library books, uniforms, district laptop and other school properties to appropriate offices. Students under 18: Parent/guardian who enrolled the student must be present. <ul style="list-style-type: none"> Students over 18 enrolled by parents before turning 18: Student(s) may complete the withdrawal process if the parent has given permission. Students over 18 enrolled as adult students: Student(s) must be present. 	

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