

## CHEROKEE COUNTY SCHOOL DISTRICT Materials Needed for School Registration

### Proofs of Residency

To obtain enrollment in the Cherokee County School District, students must reside in the county with their natural parent(s) or court-approved legal guardian(s). Students and their parent(s)/legal guardian(s) must remain residents of the county for the entire period of enrollment in the School District. For enrollment purposes, a resident is defined as an individual who is a full-time occupant of a dwelling located within the county and who, on any given school day, is likely to be at their stated address when not at work or school. A person who owns property in the county, but does not reside in the county, is not considered a resident for these purposes.

**For Parents/Legal Guardians Who Own Their Residence—One Item:** a current residential property tax statement (if there is no tax bill, then the purchase/closing information for the residence can be used). The record must include the name of the parent/legal guardian.

**For Parents/Legal Guardians Who Are Renting a Residence—Two Items:** (1) a lease or rental agreement consisting of the written evidence that the agreement is valid; and (2) a District-designated affidavit signed by the property owner which will allow for appropriate verification of residency.

**For Parents/Legal Guardians Who Are Occupying Another Person's Home—Two Items:** (1) a District-designated affidavit signed by the parent/legal guardian; and (2) a District-designated affidavit signed by the property owners. If the occupants are renters, then the property owner's signature will also be required.

### Verification of Parents/Legal Guardians

In order to ensure the safety of your child, all parents/legal guardians enrolling students in the system will be asked to provide a picture ID\* at the time of enrollment. The name on the ID should match the name on the documentation being provided for enrollment (e.g. certified copy of birth certificate).

\*Students will not be denied enrollment if a parent/legal guardian is unable to produce a photo ID. If a photo ID is not available, a parent/legal guardian must provide such additional information as may be reasonably required to verify the identity of the child to be enrolled and verify the relationship between the child to be enrolled and the parent/legal guardian. Such additional documentation would include, but not be limited to, banking information, tax returns, W-2s, 1099s, family photos, or photo IDs of other family members who might verify identity.

### Satisfactory Evidence of Proper Age

A certified copy of the student's birth certificate, certified hospital issued birth record or birth certificate; a military ID; a valid driver's license; a passport; an adoption record; a religious record signed by an authorized religious official; an official school transcript; or,

If none of these evidences can be produced, an affidavit of age sworn to by the parent/legal guardian accompanied by a certificate of age signed by a licensed, practicing physician. The certificate completed by the physician must verify that a physical examination has occurred, and that the physician believes the age indicated on the affidavit is substantially correct.

**Immunization Certification**

**Pre-Kindergarten Programs**

All children attending pre-kindergarten programs must have a Certificate of Immunization (DPH Form 3231). Children may register prior to completion of this examination and certificate.

**Grades K-12**

All students must have a Certificate of Immunization (DPH Form 3231) on file in accordance with Georgia Department of Public Health regulations. Students entering public schools for the first time must present this form upon enrollment. Students who are transferring from any other public school system have 30 calendar days to meet this requirement.

**Certificate of Vision, Hearing, Dental and Nutrition Screening**

**Pre-Kindergarten Programs**

All children attending pre-kindergarten programs must have a Certificate of Vision, Hearing, Dental and Nutrition Screening (DPH Form 3300).

**Grades K-12**

A Certificate of Vision, Hearing, Dental and Nutrition Screening (DPH Form 3300) in accordance with Georgia Department of Public Health regulations must be presented the first time a child enrolls at any grade level. Students transferring from another Georgia public school system are exempt from this requirement.

**Social Security Card**

An official copy of the child's social security card (the original card) shall be provided and be incorporated into the official school records pertaining to the child. While this card cannot be mandated according to current State law, it is strongly recommended by the School District because of its impact on accurate student records.

**Official Transcript (Cumulative Record)**

Enrolling students shall present an official transcript of work or credit at the time of entrance. If a transcript should not be presented, the student shall be enrolled on a tentative basis from information available at the time of enrollment. Discipline records for students in grades 6-12 must also be presented to the school.

Students coming from accredited private schools, home school programs, other countries, or states are to be accepted provisionally in the grade to which they indicate membership.