



Centennial Academy
Admissions and Enrollment for Kindergarten through 8th Grade

New Scholar Online Registration

Online Registration
Process

1. Click on the link:
<https://ic.apsk12.org/campus/apps/olr/application/login/email-choose-year>
2. On the left click on **New Student**.
3. On your right scroll down and click **Online Enrollment & Registration**.
4. Click on the preferred language to begin registration.
5. Select the current year and press **Next**.
6. Complete the information to begin the enrollment process
7. Click **Begin Enrollment**.
8. An email with additional instructions will be automatically sent to your email address on file. That email will contain a link that will lead you to the official APS enrollment page.
9. Click the following [link](#) to begin the enrollment or re-registration process.
10. Click on the preferred language to begin registration.

Registration Reminders

- Take photos or scan all required documents before beginning the online registration .
- **Dwelling Address:** Type the street number and three letters of the street name (Do not type the entire street name).
- For apartments/condominiums, include the unit number.
- Select the address when it populates.
- Frequently press [Save/Continue](#) while working through the online application.



Centennial Academy
Admissions and Enrollment Documents for Kindergarten through 8th Grade

Enrollment Documents for New Scholars

Proof of Residency	<ul style="list-style-type: none"> ● Identification of the parent enrolling the child <ul style="list-style-type: none"> ○ Any valid state or federal government issued photo ID, including a free Voter ID Card issued by the county registrar’s office or the Georgia Department of Driver Services (DDS); ○ A Georgia Driver’s License, even if expired; Valid employee photo ID from any branch, department, agency, or entity of the U.S. government, Georgia, any county, municipality, board, authority, or other entity of this state; ○ Valid U.S. passport ID; Valid U.S. military photo ID; or ○ Valid tribal photo ID ● Georgia Power Bill (current 30 days) ● Mortgage Deed or Lease ● Affidavit of Residency
Proof of Residency: Possible Living Situations	<ul style="list-style-type: none"> ● Review Possible Living Situations <ul style="list-style-type: none"> ○ English ○ Espanol ● Affidavit of Residency <ul style="list-style-type: none"> ○ English ○ Espanol
Vital Records	<ul style="list-style-type: none"> ● Birth Certificate or Proof of Student Age ● Social Security card ● Immunization (Form 3231) ● Vision, Hearing & Dental (Form 3300)
Change of Address	<p>If a scholar’s residence or contact information changes during the school year, following spring registration or over the summer, the parent or guardian is required to notify the school. The parent or guardian must complete a change of address form and a new declaration of residency accompanied by new proof of residency documentation. This information</p>



	<p>must be submitted within fourteen (14) days of any move or change of address.</p> <p>This form should be emailed to enrollment@centennialacademycharter.org. Scholars discovered to have moved out of the school zone who have not informed the school of the updated address may be withdrawn immediately and placed in the school to which the current residence is zoned.</p>
<p>Immunization</p>	<p>Rising 7th Grade scholars must provide current immunization records before returning to school in August.</p> <p>All children attending prekindergarten and k-12 programs must have a Certificate of Immunization (DPH Form 3231). The Certificate of Immunization must be on file within 30 days of the start of the student's program.</p> <p>Check your scholar's Form 3231 to verify that the first and last name is spelled correctly.</p> <p>Code Section 20-2-771 (2010) Any responsible official permitting any child to remain in a school or facility in violation of this Code section, and any parent or guardian who intentionally does not comply with this Code section, shall be guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine of not more than \$100.00 or by imprisonment for not more than 12 months. The Department of Community Health may adopt rules and regulations for the enforcement of this Code section. The Department of Community Health and the local board of health, or either of them, may institute a civil action in the superior court of the county in which the defendant resides for injunctive relief to prevent a threatened or continuing violation of any provision of this Code section.</p>
<p>Immunization: Religious Objections</p>	<p>Exemptions: All students, regardless of grade and including foreign exchange students, must have the Certificate of Immunization (DPH</p>

	<p>Form 3231) on file unless any of the following situations exist:</p> <ul style="list-style-type: none"> • Medical exemption authorized by a medical doctor. This must be indicated on Form 3231, a letter is not sufficient. Medical exemptions must be kept on file, are valid for one year, and may be reissued from year to year until a physician determines immunizations can be completed. • Conflict with religious beliefs verified by parents'/legal guardians' sworn affidavit. The only affidavit that may be used to register a religious objection to required vaccinations is DPH Form 2208. The affidavit does not expire.
<p>Proof of Legal Guardianship</p>	<p>Proof of Legal Guardianship is required for enrollment if the enrolling adult is not the birth parent. If the person presenting the Scholar for enrollment is not that Scholar's parent/guardian or grandparent, the school will require the enrolling person to fully complete the Kinship Caregiver Affidavit. The enrolling person must stand in loco parentis (i.e., be charged with or have assumed the duties and responsibilities of a parent such as providing food, shelter, clothing and medical care). A grandparent may enroll a scholar by presenting a Grandparent Power of Attorney for the Care of a Minor Child.</p> <p><i>To learn more, contact Fulton County Probate Court at 404-613-4070. The Fulton County Probate Court is located at 136 Pryor Street SW, Suite C-230, Atlanta, Georgia 30303. Click here to visit the Fulton County Probate Court's web page.</i></p>