



# Pre-K Student Registration Required Documents

## 1. Proof of Student's Age Present **one** of the following.

- A certified copy of a birth certificate**
- \*A federal, state, county, or school document with date of birth.**

Examples include a certified, hospital-issued birth record or birth certificate; military ID; valid driver's license; passport; adoption record; religious record, signed by an authorized religious official; official school transcript; official immigration documentation; or affidavit of age sworn by parent/guardian or other authorized person accompanied by a certificate of age signed by a licensed, practicing physician which states the physician has examined the child and believes the age, as stated in the affidavit, is substantially correct. For a fee, parents can order a birth certificate for a child born in Georgia through the state's ROVER service. <http://gta.georgia.gov/rover>

## 2. Proof of Authorized Person to Enroll

The following persons are authorized to enroll students:

- Parent (natural or adoptive)**
- Legal guardian with guardianship paperwork**
- Foster parent appointed by a state agency**
- Sponsor for approved International Exchange Program**

The person authorized to enroll should present one of the following:

- Driver's license**
- State identification card**
- Passport**
- Other official photo identification**

## 3. Two Forms of Proof that the Family Lives in Effingham County Attendance Zone

A. **MUST PRESENT** Current electric, water, or gas bill.

### AND

**One of the following:** (*must Be most recent & include address*)

- Current Driver's License WITH matching Address on the Application**
- Current Residential Property Tax Statement or Bill**
- Current Lease/Rental Agreement WITH Current Rent Receipt**
- Current Home Purchase & Sales Agreement**
- Current Mortgage Statement**
- Current Homeowner/Renters Insurance**

B. **IF** the student's family is residing in the home or apartment of another individual, the following is necessary for enrollment:

- Notarized family residency affidavit** including:
  - Signature of the person with whom the family is living.  
**Both parties must sign the document in front of a notary employed by the Effingham County Schools. This document must be renewed annually.**
  - Signature of parent/legal guardian of the student.
  - The parent of the student(s) must produce one official business mail with the address listed on the residency affidavit.
- Two forms of Proof of Residency in the name of the person with whom the family is living.** See option A required documents above for acceptable documents.

### Pre-K Student Registration Requirement Notes

- Documents presented for residency verification must include the same address as the accompanying utility bill.
- Documents must be the most recent copy received.
- The bill must have the name and address of the enrolling parent/guardian or a Family Residency Affidavit is required.
- A cell phone bill is not acceptable.
- If you have any questions about Valid Proof of Residency, or need additional information please email [pkregistration@effingham.k12.ga.us](mailto:pkregistration@effingham.k12.ga.us) or call the ECSD Central Registration Center at (912) 754-2530.

*\*\*\*The ECSD Central Registration Center has the right to approve/deny/request additional information about your proof of residency situation if needed. \*\*\**

## 4. Immunization / Health Certificate

- Valid Certificate of Immunization (GA Health Dept. Form 3231), Completed ECSD Religious Objection Form (CR24), OR a Notarized Affidavit of Religious Exemption (GA Dept. of Health Form 2208).** The certificate of immunization must be completed by the health department or your health care provider. A valid Form #3231 must be marked with either "Date of Expiration" or "Complete for School Attendance." (A certificate marked with a "Date of Expiration" expires on the date indicated. A current certificate must be submitted within 30 days of expiration.) A medical exemption, if applicable, should be noted on Form #3231 with a current date of expiration.
- Ear, Eye, Dental, and Nutrition (EEDN) Screening (Ga. Health Dept. Form #3300).** Available from the health department or your doctor/dentist. In its discretion, a local Health Department may accept written records of screenings performed by private practitioners licensed in a State other than Georgia, provided that such screenings were conducted within one year prior to the time that the child is admitted for the first time to a Georgia public school. In such a case, the Health Department shall sign and issue a Certificate based upon the information in such written records and shall keep such written records on file. (511-5-6-.07)

5. **Valid Social Security Card** with the student's social security number must be presented, or a GA Bright from the Start Pre-K Program Student Social Security Number Information Waiver Form must be presented.

6. **Supportive Services** Bring any documentation if your child and/or family participate in one of the following: Food Stamps, SSI, Medicaid, Temporary Assistance to Needy Families (TANF), or Child and Parent Services (CAPS) program.