

# NEW STUDENT REGISTRATION

2023-2024



## CLAYTON COUNTY PUBLIC SCHOOLS Building A Better Tomorrow, Today!

The following items are needed to register your student(s):

- **Proof of Age**

- A certified copy of a 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 this evidence can be produced, an affidavit of age sworn to by the parent or guardian accompanied by a certificate of age signed by a licensed practicing physician, which certificate states that the physician has examined the child and believes that the age as stated in the affidavit is substantially correct.

- **Social Security Card or Waiver**
- **Georgia Immunization Certificate (Form 3231)**
- **Georgia Eye, Ear, and Dental Certificate (Form 3300)**
- **Two Proofs of Residency**
  - Copy of home mortgage payment book
  - Current utility bill (gas, electric, or water)
  - Apartment lease showing the name of legal guardian
  - Homeowner's insurance registration/card
  - Copy of sales contract for a home
  - Receipt to have utilities connected
- **Parent ID**
- **School Records/ Grades/ Transcripts**
- **Discipline Information (Grades 7-12)**

Scan QR Code Below to Register Your Student for School

**MIDDLE SCHOOL REGISTRATION**  
January 2, 2024 (Staff Workday)  
9:00AM-12:00 PM & 1:00 PM-4:00 PM  
Middle School Contact: School Registrar  
LOCATION: MIDDLE SCHOOLS



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- **Social Security Card or Waiver**
- **Georgia Immunization Certificate (Form 3231)**
- **Georgia Eye, Ear, and Dental Certificate (Form 3300)**
- **Two Proofs of Residency**
  - Copy of home mortgage payment book
  - Current utility bill (gas, electric, or water)
  - Apartment lease showing the name of legal guardian
  - Homeowner's insurance registration/card
  - Copy of sales contract for a home
  - Receipt to have utilities connected
- **Parent ID**
- **School Records/ Grades/ Transcripts**
- **Discipline Information (Grades 7-12)**

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### HIGH SCHOOL REGISTRATION

January 2, 2024 (Staff Workday)

8:30 AM-11:30 PM & 12:30 PM-3:30 PM

HIGH School Contact: School Registrar

LOCATION: HIGH SCHOOLS



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2023-2024



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  - A passport;
  - An adoption record;
  - A religious record signed by an authorized religious official;
  - An official school transcript; or
  - If none of this evidence can be produced, an affidavit of age sworn to by the parent or guardian accompanied by a certificate of age signed by a licensed practicing physician, which certificate states that the physician has examined the child and believes that the age as stated in the affidavit is substantially correct.
- **Social Security Card or Waiver**
- **Georgia Immunization Certificate (Form 3231)**
- **Georgia Eye, Ear, and Dental Certificate (Form 3300)**
- **Two Proofs of Residency**
  - Copy of home mortgage payment book
  - Current utility bill (gas, electric, or water)
  - Apartment lease showing the name of legal guardian
  - Homeowner's insurance registration/card
  - Copy of sales contract for a home
  - Receipt to have utilities connected
- **Parent ID**
- **School Records/ Grades/ Transcripts**
- **Discipline Information (Grades 7-12)**

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### ELEMENTARY SCHOOL REGISTRATION

January 2, 2024 (Staff Workday)

8:00 a.m. - 4:00 p.m.

Elementary School Contact: CCPS District Registrars

LOCATION: Central Office South \* CONTACT NUMBER: 404-361-3428  
1588 Lovejoy Road. Hampton, Georgia 30288

