

Houston County Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: School Admissions	Descriptor Code: 6.203	Issued Date: 07/18/24
		Rescinds:	Issued: 11/11/02; 07/08/13; 06/14/21

General

Any student entering school for the first time shall present:

1. A birth certificate or officially acceptable evidence of date of birth at the time of registration;¹
2. Evidence of a current medical examination;² and
3. Evidence of state-required immunizations or exemption as authorized by state law.³

The name used on the records of a student entering school shall be the same as that shown on the birth certificate unless evidence is presented that such name has been legally changed through a court as prescribed by law. If the parent/guardian does not have or cannot obtain a birth certificate, then the name used on the records of such student will be the same as that shown on documents which are acceptable to the principal as proof of date of birth.⁴

A child whose care, custody, and support have been assigned to a resident of the district by a power of attorney or order of the court shall be enrolled in school provided appropriate documentation has been filed with the central office.⁵

A student may transfer into the school district at any time during the year if his/her parent(s)/guardian(s) moves his/her residence into the school district.

ADJUDICATED DELINQUENT STUDENT⁶

A principal or principal's designee may ask a parent/guardian in writing if their student has been adjudicated delinquent for an offense listed in TCA 49-6-3051 within thirty (30) days of the student first enrolling in the school and when any such student:

1. Resumes school attendance after suspension, expulsion, or adjudication of delinquency; or
2. Changes schools within this state.

This information shall be shared only with school employees who have responsibility for classroom instruction of the student, the school counselor, social worker, or psychologist who is developing a plan for the student while in the school, and the school resource officer. Such information is otherwise confidential and shall not be released to others, and the written notification shall not become a part of the student's record.⁷

Legal References

1. [TCA 49-6-3008\(b\)](#)
2. [TRR/MS 0520-01-13-.01\(1\)\(a\)](#); [20 USCA § 1232h\(c\)](#)
3. [TCA 49-6-5001\(c\)](#)
4. [TCA 49-6-5106](#)
5. [TCA 49-6-3001\(c\)\(6\)](#)
6. [TCA 37-1-153\(e\), 154](#); [TCA 49-6-3051](#); [Public Acts of 2024, Chapter No. 721](#)
7. [TCA 49-6-3051\(d\)](#)

Cross References

Admission of Suspended/Expelled Students 6.318
Homeless Students 6.503
Migrant Students 6.504
Students in Foster Care 6.505
Students from Military Families 6.506