



## Spring Registration 2025 Frequently Asked Questions

**1. How should I register my child?**

- *Parents of Returning ACS students should enroll their child online via the Powerschool Parent Portal for the 2025-2026 school year between March 3 and March 14.*
- *All New and Kindergarten students will register via the Registration Portal between March 3 and March 14. Visit the ACS website to create a Registration Portal account.*

**2. Who should participate in Spring Registration?**

*All Returning, New, Kindergarten, and newly approved non-resident students should participate in Spring Registration.*

**3. When is Student Spring Registration?**

*March 3 - March 14, 2025.*

**4. I have a New Student currently in a Shared Residency situation, can I participate in Spring Registration?**

*No. New Students in a shared residency situation must schedule an appointment with Student Services beginning July 14 to verify documentation. 901-389-2497 Ext. 2500*

**5. I have a Currently enrolled student in a Shared Residency situation, can I register?**

*Yes. Currently enrolled students in a Shared Residency situation can register via the Registration Portal. Parent/Guardian proofs must be uploaded. Parent/Guardian must schedule an appointment with Student Services beginning July 7 to verify documentation. 901-389-2497 Ext. 2500. Parent/Guardian and the homeowner must be present at the appointment.*

**6. If I participate in Spring Registration, do I have to attend Enrollment Verification on July 31, 2025?**

*Yes. All students **must** participate in enrollment verification on July 31 to verify enrollment and receive other pertinent information. Middle and High School students will receive class schedules.*

***NOTE: Students who register in the Spring but do not attend Enrollment Verification will be removed from the system as not attending for 2025-2026.***

**7. Students entering Kindergarten must be five (5) years of age on or before August 15. What will I need to upload to the Registration Portal for a student enrolling in kindergarten?**

- *Proof of Residence*
- *Birth Certificate (Certified Copy Only – Not Mother’s Copy)*
- *Social Security Card (optional)*
- *Physical with Immunization Record*
- *Parenting Plan and Custody Papers (if applicable. Will be submitted to the school)*

**8. My child will become five (5) years of age between August 16 and September 30 and will be participating in the Early Entry Screening process for kindergarten entry. How does the enrollment process work for my child?**

*If the screening committee determines through evaluation and testing that a child is “sufficiently mature emotionally and academically” (T.C.A. 49-6-201 (b)(3)), the student may enter kindergarten at the approved school. Children who do not meet minimum requirements may not enter kindergarten. Early Entry is only available to those who reside in the ACS attendance zone.*

**9. If I am a returning student, what documents are required for registration?**

*All returning students must upload residency proofs to the registration portal. 7<sup>th</sup> grade students must provide their Tdap booster immunization record to the school.*

## 10. What documents will I need to upload during Spring Registration?

### All Students :

**Proof of Residence** – All parents/guardians must provide TWO of the following items showing the parent/guardian's name and address to prove residency:

1. *Most recent MLGW or municipal water bill of the owner, renter or lessee of the home in which the student will reside during the current school year;*
2. *Mortgage statement or deed of the owner of the home in which the student will reside during the current school year;*
3. *Lease of the lessee of the home in which the student will reside during the current school year;*
4. *Rental Agreement of the renter of the home in which the student will reside during the current school year;*
5. *Real Estate tax receipt;*
6. *Public assistance/government benefits check, card, or papers;*
7. *In the event that two (2) of the items listed above cannot be provided, residency may be established by submitting other documentation deemed to be appropriate proof of residence by the department responsible for verifying residency.*

### New Students:

**Immunization Records** – *New K-12 students must have Tennessee School Immunization Certificate. (Please refer to the Spring Registration-New Students tab for additional information.)*

**Birth Certificate** – *Certified Copy Only – Not Mother's Copy*

**Most Recent Report Card** – *Grades 1 - 12*

**High School Students** – *Must submit a high school transcript showing credits earned (including approved non-resident students).*

**Social Security Card** – *Optional*

**Shared Residence** – *Please refer to the Shared Residency Information packet on the ACS website at [www.acsk-12.org](http://www.acsk-12.org) for additional information. New Students in a Shared Residency situation may not participate in Spring Registration. Please see #4 on this FAQ for more information.*

**Custody Papers** – *If applicable. Will be submitted to the school.*

## 11. What is the difference between a non-resident student and a transfer student?

*Non-resident students are those who are not zoned to attend Arlington Community Schools. Transfer students are those students residing in the Arlington Community Schools district who have been approved to attend a different school within the Arlington Community Schools district (applicable to the two elementary schools only).*

## 12. If I am an approved Non-Resident for Arlington Community Schools, do I need to participate in Spring Registration?

*Yes. Currently enrolled non-resident students approved to return will register via the Parent Portal. New approved non-resident students **must** register via the Registration Portal.*

## 13. Who in Lakeland is considered a non-resident student for Arlington Community Schools?

*K-8<sup>th</sup> grade students zoned to Lakeland Elementary and/or Lakeland Prep Middle for the 2024-25 school year are considered non-resident students.*

## 14. Who pays tuition?

*Approved non-resident students who live outside of the state of Tennessee will be required to pay tuition in the amount of \$7,075.00.*

## 15. What if I am buying/building a home in the ACS attendance zone, but the closing/completion date is after August 7, 2025? Can I still participate in Spring Registration?

*Yes, you may still register your child for the 2025-26 school year. Please contact Student Services at 389-2497 for assistance.*