



## Spring New Student Registration 2025

Opens on March 3, 2025

**Please register via the Online Registration Portal through the ACS website.**

**Parents must upload the following documents at time of registration:**

- **PROOF OF RESIDENCE:** Parents/guardians must provide two (2) 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.

\* If you are in a **shared residency** situation, please refer to the “Shared Residence” link on the Arlington Community Schools website for your specific registration requirements. New students in a shared residence situation must schedule an appointment with Student Services beginning July 14 to verify documentation. 901-389-2497 Ext. 2570. Once approved, the student will register via the New Student Registration Portal on the ACS website. \*

- **ADDITIONAL DOCUMENTS NEEDED:** Students who have previously enrolled in another school system in Tennessee may enroll pending receipt of their academic and health records. Students transferring into the system from an out of state school or from a non-public school must provide a Tennessee Department of Health Immunization Certificate that includes a physical exam. **The following documents are required:**
  1. Birth Certificate: If a birth certificate cannot be submitted, other proofs of identity (i.e. passport or visa) may be submitted as appropriate proof to the department responsible for verifying enrollment.
  2. Social Security Card: (Optional)
  3. TN Department of Health Immunization Certificate: Unless the student qualifies for an exemption. (Contact the school for additional information)
  4. Current Report Card
  5. High School Transcripts: All new high school students must provide high school transcripts (unofficial copies are acceptable). New 9th grade students must bring their most recent report card.
  6. If applicable, custody papers and parenting plan.

- **IMMUNIZATION REQUIREMENTS:** K-12 students must have a TN Dept of Health Immunization Certificate showing:

<b>Hepatitis B (HBV)</b> <b>Hepatitis A</b> (2 doses) spaced at least 6-18 months apart	<b>Poliomyelitis (IPV or OPV)</b> final dose on or after 4 <sup>th</sup> birthday	<b>Varicella</b> (2 doses or credible history of disease)	<b>Tetanus-diphtheria-pertussis booster (Tdap)</b> evidence of one Tdap dose given anytime before 7 <sup>th</sup> grade entry
<b>Diphtheria-Tetanus-Pertussis (DTaP or DT</b> if appropriate)	<b>Measles, Mumps, Rubella</b> (2 doses of each) usually given together as MMR	<b>Allowed Exemptions:</b> <b>Religious</b> – Signed statement by parent or guardian that vaccination conflicts with their religious tenets or practices.	<b>Allowed Exemptions:</b> <b>Medical</b> – MD/DO or Public Health Nurses are authorized to indicate specific vaccines medically exempted on the TN certificate.

For more on state-required immunizations, please refer to the Immunization Requirements at the following state website:  
<https://www.tn.gov/content/tn/health/cedep/immunization-program/ip/immunization-requirements/childcare-12th-grade-immunization-requirements.html>