

Glascock County Consolidated School
Registering a New Student

When registering a new student, we ask that you please call ahead and make an appointment.
Contact Melissa Rogers at 706-598-2121 or email: mrogers@glascock.k12.ga.us

The following items are needed for registration:

1. **Students must be enrolled by their parent or legal guardian.** To be considered a legal guardian, the school must have on file, a certified copy of said orders issued by the courts. NEW: A copy of any divorce decree to show who has custodial rights. This includes any court document that also includes any kind of legal restraining order of which the school needs to be aware.
2. **Proof of Residency.** Students must reside in the county with their natural parent(s) or court appointed legal guardian(s) and remain residents of the county for the entire period of enrollment in the school district. A person who owns property in the county, but does not reside in the county **is not** considered a resident. Proof of residency needed will depend on the following category that pertains to your situation:
 - a. **For Parents Who Own Their Residence**—One Item: a current residential property tax statement with homestead exemption. If there is no tax bill, then the purchase/closing information for the residence and granted application for homestead exemption can be used. The record must include the name of the parent/guardian.
 - b. **For Parents Who Own Mobile Home**—(1) Documentary evidence of mobile home ownership; **AND** (2) three months of current, plausible electricity bills. The record must include the name of the parent/guardian.
 - c. **For Parents Who Are Renting a Residence**—(1) a District-designated affidavit signed by the property owner which will allow for appropriate verification of residency; (2) three current plausible electricity bills with parent/guardian name and address; **AND** (3) three months cancelled rent checks or money order receipts.
3. **Evidence of Proper Age.** Certified birth certificate.
4. **Immunization records:** Certificate of immunization (DHR Form 3032/3231) must be provided. If transferring from another Georgia public school system, then a 30-day period is allowed to meet this requirement.
5. **Certificate of eye, ear, and dental examination.** (DHR Form 3300) must be provided by students entering a Georgia public school for the first time. Students transferring from another public school system have 30 days to provide documentation.
6. **Transcript/Cumulative Record & Withdrawal Form:** A current transcript of work or credit is necessary to properly enroll the student in the appropriate grade and subjects. Final placement is subject to receipt of these records. Students registering during the academic year should provide withdrawal papers from the previous school. Students transferring from another Georgia public school must show evidence of withdrawal before they can be registered at Glascock County Consolidated School.
7. **Social Security Card (copy of original card):** An official copy of the student's social security card is to be incorporated into the school's records or a signed waiver of the social security requirement.
8. **Driver's License:** Photo ID is required at the time of registration of the person enrolling the student.