

REQUIRED DOCUMENTATION

PROOF OF AGE

Student's Official Birth Certificate or Passport: Birth certificates can be ordered from the Health Department if the student was born in Ohio. For more information please visit [The Ohio Department of Health: How to Order Certificates](#) ✨

IDENTIFICATION

Parent/Guardian Driver's License or State Issued ID

HEALTH RECORDS

Student's Immunization Record

STUDENT SERVICES

If your child has been previously identified as Gifted or has ever received Special Education Services, please supply copies of supporting documentation. These items include copies of your child's most recent IEP, ETR, or WEP, WAP documents.

PROOF OF RESIDENCY

- Current Utility Bill (we CANNOT accept cell phone bills, credit card statements or personal banking statements)
- Mortgage Contract
- Lease Agreement (must be signed copy)

*If you are residing with someone else and you do not have any of the above documents in your name, please provide a ✨ [Residency Affidavit](#), completed and notarized, along with a current utility bill in the homeowner's name.

CUSTODY/GUARDIANSHIP

If the student is not living with BOTH natural or adoptive parents, a copy of the most current Court Order Establishing Custody or Guardianship from Domestic Relations Court, Probate Court, Juvenile Court or any other competent jurisdiction which has issued an order regarding the custody of the child(ren) being registered is required.