

Madison County Schools New Student Enrollment

A parent or legal guardian must accompany each student seeking to enroll in the district. No students will be officially enrolled in the Madison County School District until all the following requirements have been fully satisfied:

Required Documents for New Student Enrollment:

- Present proof of residency within the Madison County School District;
- Present a certified birth certificate (not a copy);
- Present a certified court order of guardianship when enrolling a student as his/her legal guardian;
- Present a certificate of health compliance (immunization form 121) issued by the Mississippi Department of Health or a local physician or updated Certificate of Medical/Religious Exemption (form 122) as required by Mississippi law;
- Present a social security card;
- Present address of the previous school attended;
- Present withdrawal information from the previous school attended;
- Present a report card (elementary) or a transcript (middle school, high school) from Previous school attended;
- Present the student(s)' discipline record from previous school(s);
- Passports will be accepted for out-of-country students pending receipt of a certified birth certificate within 30 days.

1. One of the following in the Parent/Legal Guardian name:

- Mortgage Document
- Property Deed
- Filed Homestead Exemption
- Property Tax Notice
- Closing Statement

OR

- **A Home Lease** – all leases must be current, showing a lease ending date, signed by the owner and the tenant, and the name of every occupant must be listed on the lease. Tenants must also be able to provide the property deed from the homeowner, or if in the event of a property management company, a contract between the homeowner and property management company.

AND

2. One current utility bill in the Parent/Guardian name showing residence property address:

- Water
- Gas
- Electric
- Home Internet/Cable

In addition to the above, a utility disconnect notice from the previous address and proof of reconnect at the current address may be required. MCSD reserves the right to require additional documentation and verification at any time.

Principals are empowered by the Board of Education to determine at any time that a child is not legally enrolled and may not attend classes.