

MNPS KINDERGARTEN REGISTRATION PROCESS:

Checklist for Families

This checklist helps families navigate the Kindergarten Registration Process. Kindergarten registration opens January 27, 2025, for the 2025-26 school year. If a family is unable to register for kindergarten online, please contact your nearest MNPS Enrollment Center to schedule an appointment. For information on your nearest Enrollment Center, visit the MNPS website or contact the Family Information Center at 615-259-INFO (4636).

1. FIND YOUR SCHOOL

Families find your child's zoned school.

- Find your zoned school on www.mnps.org or by calling the Family Information Center at 615-259- INFO (4636).
- If you want to apply for a school outside your zone, call the Family Information Center for details on the [MNPS School Options Application](#). If a family applies through the MNPS School Options Application, the family will still need to register their child for kindergarten.

2. GATHER ALL REQUIRED DOCUMENTS

Families will need to gather the following documents to register for kindergarten.

- Record of Birth (birth certificate, passport, visa, I-94) - Children must turn five years old **on or before August 15, 2025**.
- Tennessee (TN) Immunization Record - An official TN Immunization Certificate from your child's medical provider or any Metro Public Health Clinic.
- Proof of a Physical - Physical examination must have been performed within one year of the date of enrollment.
- Proof of Davidson County Residency - Current (30 days or less) utility or telephone bill, lease, or homeowner policy in the parent's/guardian's name.
- Parent/Guardian Photo ID - Parent/Guardian must be present if registering in person.

3. CURRENT MNPS STUDENT REGISTRATION

CURRENT MNPS STUDENTS: Families can register for kindergarten through the MNPS Campus Parent Portal.

If you are currently registered for a Campus Parent Portal account:

- Visit MNPS Campus Parent Portal: campus.mnps.org/campus/portal/parents/nashville.jsp and log into your account.
- Kindergarten registration steps through MNPS Campus Parent Portal:
 - Go to the **More** section and select the **Online Registration** option.
 - Select the **2025-2026 Rising Kindergarten Existing Student Registration** option.
 - Your household information will auto-populate. Review and confirm all information in the fields.
 - Upload a recent Tennessee Immunization Record.
 - Click submit once you have reviewed and completed the form.

If you are NOT currently registered for a Campus Parent Portal account:

- Families will need to sign-up for a Campus Parent Portal account. For registration information visit: www.mnps.org/students-families/familyportal
- Once registered and logged into your account, follow the kindergarten registration steps above.

4. NEW MNPS STUDENT REGISTRATION

NEW MNPS STUDENTS: Families can register for kindergarten online.

- Visit www.mnps.org/register-for-school to register online using the Online Registration Portal.
- If another language besides English is spoken in the home**, families will also need to call the Office of English Learners (EL) to schedule an EL Assessment appointment at 615-259-8608 or email elreg@mnps.org.
- If families are unable to register online, please contact the Enrollment Center to make an appointment to register in person.** The parent/guardian must be present if registering in person.
- To find the nearest Enrollment Center or if you need assistance, contact the Family Information Center at 615-259- INFO (4636).**
- Scan the QR code to view a registration process video for new students (scroll to the bottom):

www.mnps.org/learn/register-fr-school



For information on resources and activities to help prepare your child for kindergarten, visit: www.mnps.org/countdowntokindergarten