



New to the District Student Registration

Before you begin, have the following ready:

- **Student's legal birth certificate (long form with seal)**
- **Parent/guardian photo ID showing current address**
- **Proof of residency (most recent electric, gas, or water bill within last 30 days)**

1. Access the FinalForms Portal

Parents/guardians visit: <https://rockhill-sc.finalforms.com/>

2. Create or Access Your Account

- Select New Account and complete required fields.
- If your email already exists, select Login, then Forgot your password? to reset.
- Confirm your account via email.

3. Add a Student

- Enter student information (name, date of birth, grade).
- Select the school the student will attend.

4. Complete Required Forms

- Complete all required forms in the portal.
- Upload required documents listed above.

5. Submit for Review

- Electronically sign all forms and click Submit.
- A confirmation message will appear.

6. School Review

- The school reviews the submission.
- Parents/guardians will be notified if corrections are needed.

7. Approval and Enrollment

- Once approved, enrollment is finalized.
- A confirmation email will be sent if additional steps are required.

8. Ongoing Access

- Parents and students may log in anytime to update information and view school communications.