



REGISTRATION DOCUMENT CHECKLIST

- New Student Due to Being Displaced from Flooding
- New Student and Currently Reside in CCSS District
- Status Update (ie Re-register, Change of Address Name Change, Guardianship)

STUDENT DOCUMENTS

- 1 ___ Birth Certificate
- 2 ___ Social Security Card
- 3 ___ Immunization Records
- 4 ___ Last Report Card
- 5 ___ Withdrawal Slip from previous school attended
- 6 ___ Copy of test results from State testing (grades 3-8)
- 7 ___ Transcripts (if student is in high school)
- 8 ___ Current custody papers signed by a JUDGE showing domiciliary parent if parents are divorced.

STUDENTS ENTERING:	
Pre-K or K:	Documents 1-3
1 st - 3 rd :	Documents 1-5
4 th - 9 th :	Documents 1-6
10 th - 12 th :	Document 1-7
Custody Papers are Needed for all students if applicable. Required Residency Documents are noted below.	

Student Name(s) and Grade:

RESIDENCY DOCUMENTS:

IF THE PARENT IS THE HOMEOWNER OR LESEE:

- 1 ___ Ownership of Home (i.e. Cash Sale) OR ___ Homestead Exemption
OR ___ Property Tax Bill OR ___ Lease (Term must be during current school year)
- 2 ___ Drivers License of Parent (address must match residence address)
- 3 ___ Electricity Bills (Previous 2 month bills) **DISCONNECT NOTICES NOT ACCEPTED**
- 4 ___ Gas or Water Bills (Previous 2 month bills) **DISCONNECT NOTICES NOT ACCEPTED**

IF THE PARENT RESIDES WITH SOMEONE (DOUBLE UP):

- 1 ___ Drivers License of Parent (address must match residence address)

AND the following Documentation of the Homeowner/Lessee as follows:

- 2 ___ Ownership of Home (i.e. Cash Sale) OR ___ Homestead Exemption
OR ___ Property Tax Bill OR ___ Lease (Term must be during current school year)
- 3 ___ Copy of Drivers License of Homeowner/Lessee (address must match residence address)
- 4 ___ Electricity Bills (Previous 2 month bills) **DISCONNECT NOTICES NOT ACCEPTED**
- 5 ___ Gas or Water Bills (Previous 2 month bills) **DISCONNECT NOTICES NOT ACCEPTED**
- 6 ___ Notarized Affidavit of Residency

NOTE: Affidavit of Residency may be required in other circumstances as directed by CCSS.