

DOCUMENTATION DESCRIPTIONS

Two Proofs of Residency:

- Mortgage Statement/Lease or Rental Agreement
 - Property Tax Bill
- Current Utility Monthly Statement (gas, telephone [NOT CELL PHONE], power, water and sewer)
- Current Financial Institution Documentation (bank, credit union, or other financial institution)
 - Employer Documentation (health insurance, W-2, 1099)
 - Voter's Registration
- Motor Vehicle Registration (tag receipt)

*All proofs of residency must be in the parent's/guardian's name and dated within the past two months.

*When a notarized affidavit of residency is used, the proofs of residency must be in the home owner's name.

Georgia Department of Human Resources Certificate of Immunization:

- A current and completed Georgia Department of Human Resources form (Form 3231) is required by state law showing immunizations for polio, whooping cough, tetanus, diphtheria, 3 doses of hepatitis B, 2 doses of MMR.

*May be obtained from Clayton County Board of Health located at 1117 Battle Creek Road, Jonesboro, GA 30236.
678-610-7199

Valid Identification:

- Parent and/or legal guardians must provide a valid proof of identification with a current picture.

State-Issued Birth Certificate or Legal Proof of Birth:

- The parents' names on the birth certificate MUST match the parent identification. Hospital certificates are not acceptable. Official copies of birth certificates may be obtained from the Georgia Department of Human Resources of Vital Records.

Student's Social Security Card or Notarized Waiver:

- Parent has the option of providing student's social security card or a notarized waiver, simply stating that he/she does not wish to provide the student's SSN.

Georgia Department of Human Resources Certificates of Ear, Eye, and Dental Screening:

- A current and complete ear, eye, and dental examination on the Georgia Department of Human Resources form (Form 3300) is required by state law. This exam must be within one year of the school entry date.
- May be obtained from the Clayton County Board of Health located at 1117 Battle Creek Road, Jonesboro, GA 30236.
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Grade Placement Documentation:

- Copy of student's most recent report card that shows current grade.
- A current Withdrawal Form or Report Card with grade placement for the 2020/2021 school year.