



Effingham County Board of Education Student Enrollment Requirements

The following documents are required upon registration at the Effingham County Schools Central Registration Center. Please assist us by having these papers with you when you arrive at the Center to register your child(ren):

- ✓ Proof of Residency:
 - **Homeowners:** Utility bills such as electric, water, land-line phone, or cable bill that includes the physical address of the residence.
 - **Renters:** Utility bills such as electric, water, land-line phone, or cable bill that includes the physical address of the residence.

Call Central Registration if you have questions/concerns about Proof of Residency:
912-754-2530

NOTE: Cell phone bills will not be accepted as valid proof of residence.

- ✓ Most recent report card and current transcript from last school attended.
- ✓ Certified copy of student's original birth certificate or other acceptable evidence of age as specified in Effingham County Board of Education Policy JBC: School Admissions.
- ✓ A copy of the enrolling student's social security card.
(Parent may elect to sign a form at the time of registration stating the individual does not wish to provide the social security number, pursuant to O.C.G.A. 20-2-150.)
- ✓ Completed Georgia Immunization Form and EED Georgia Certificate of Vision, Hearing, Dental, and Nutrition Screening Form.
- ✓ Custody or guardianship papers issued by the court if student lives with anyone other than the natural parents, as listed on the birth certificate.
- ✓ Any court orders that prevent or limit access of a parent to the child or the child's educational records.
- ✓ Any restraining orders or other legal documents specifically limiting the access of any individual to the student(s) being enrolled.
- ✓ Picture ID of parent or legal guardian registering child.
- ✓ If the family is living in the household with someone else, you must submit a notarized statement from the homeowner stating that the parent and child(ren) live in the house with them, along with valid proof of residency. **Both the parent / legal guardian and the person the family is living with must come to the Center at the time of registration to have this statement notarized.**
- ✓ Documentation of any health concerns or allergies of which the school should be aware.

Also, when you arrive at the Central Registration Center to register your child, please have the following information available in order to complete the necessary enrollment papers:

- ✓ Student / Parent Phone Numbers, Addresses, and E-Mail Addresses (if applicable)
- ✓ Emergency Contact Phone Numbers
- ✓ Physician Name & Phone Number