

Documents Required for School Registration

Student's Proof of Birth - One of the following:

- Birth Certificate
- Federal, State, County or School Document with Date of Birth
- Passport

Proof of Authorized Person to Enroll -

One of the following:

- Parent Parent name on Birth
- Custody Document
- Proof of Legal Guardianship
- Notarized Affidavit of Parental Authority

AND

One of the following:

- Drivers License
- State Identification card
- Passport
- Other official photo identification

Proof of Residency (Proof that family lives in Gwinnett County)

One of the following:

- Lease
- Mortgage Agreement
- Deed
- Non-Contingent Sales contract (for residence)

AND

One of the following:

- Water Bill
- Gas Bill
- Electric Bill

>with name and address of enrolling parent/guardian on bill

If the student's family is residing in the home or apartment of another individual, the following is necessary for enrollment:

1. Notarized Residency Affidavit (available at the school) including:
 - Signature of person with whom the family is living,
 - Apartment manager's signature
2. Proof of residency of person with whom family is living (see above)

Immunization/Health Certificates

- Immunization Certificate on Georgia Health Dept Form #3231
- Vision, Hearing, and Dental Screening on Georgia Health Dept Form #3300

Previous School Records (May be waived for initial enrollment)

- Report Cards or Official School Transcript
- Withdrawal Form from Previous School
- Discipline Records for grades 6th - 12th