



# Sarah Smith Elementary

## Registration Requirements Checklist

- Parent/Guardian must provide **one** of the following forms of Identification (Valid State or Federal government issued photo ID):
  - ✓ Georgia Driver's License
  - ✓ Valid U.S. Passport, U.S. Military photo ID, or Tribal photo ID
  - ✓ Valid Employee photo ID from any branch, department, agency or entity of the U.S. government, Georgia or any county municipality, board, authority or other entity of this state
  - ✓ Voter ID card issued by the county's registrar's office or the Georgia Department of Driver Services (DDS)
  
- Completed Atlanta Public Schools Enrollment Registration Form
  
- Withdrawal Form and/or Report Card from previous school (to verify grade placement, etc)
  
- State of Georgia Immunization Certificate Form 3231
  - ✓ Complete for school age
  - ✓ Immunization Certificate expiration date: \_\_\_\_\_
  
- State of Georgia Hearing, Dental and Vision Form 3300
  
- Birth Certificate (original)
  - ✓ Date of Birth: \_\_\_\_\_
  - ✓ Students must be 5 years old by September 1<sup>st</sup> to register for Kindergarten)
  
- Student's Social Security Card (original)  
or Waiver Form (assigned ID #: \_\_\_\_\_)
  
- Proof of Residency (see Proof of Residency Requirements for detailed list)
  - ✓ Deed, Mortgage Statement or Lease
  - ✓ Georgia Power Bill
  - ✓ Current bank statement, motor vehicle registration, voter registration, mail delivered by USPS, or other documentation that proves intent to remain at legal residence within the school district
  
- Records Request Form (to be mailed by the school)
  
- Form of after school transportation:  
\_\_\_\_ Bus    \_\_\_\_ Carpool    \_\_\_\_ Walker    \_\_\_\_ Smith After School    \_\_\_\_ Day Care Pick Up

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**After registration, the following documents will be required:** Clinic Record Card, Media Release Form, Meal Application, ESL/Home Language Survey, Compulsory School Attendance Law Form, Internet Usage Form, School Directory Form, Custody Agreement (if applicable), Bus Safety Rules Form