

Checklist of what you need to enroll your child

FORMS YOU COMPLETE & RETURN:

- Enrollment/Emergency Medical Form (2 sided)
- Home Language Survey
- Technology Services Form
- Request for School Records
- Health History Record by Parent (4 pages)
- Physician Health Assessment (2 sided)
- Dentist Health Assessment
- Tuberculosis Questionnaire

DOCUMENTS YOU SUPPLY:

- Birth Certificate (Certified Copy)
This is required **BEFORE** your child can be enrolled.
- Social Security Card (Optional)
- Parent/Guardian Photo ID
- Immunization Record
- Custody Papers
This is required for a child who's parents/guardians have any legal situation that effects the child.
- IEP/ETR/MFE Documents (if applicable)
- Proof of Residence (Please provide ONE of the following)
**** Must be in the PARENT/GUARDIAN'S name ****
 - Mortgage Statement
 - Lease Agreement (signed by both parties)
 - Utility Bill Duke Energy, Cincinnati Bell, Norwood Water Bill
NO cell phone or cable bills accepted
 - Property Tax Statement
 - Notarized Affidavit of Residency
Ownership of Real Estate will be verified before Affidavit will be accepted.

*Your child will not be enrolled until **ALL** of the above documents & forms are complete.*

Scheduling will take place at the assigned school the day following enrollment.
No student will start/begin classes after the beginning of the school day.