



Learn Today. Dream Big.
Lead Tomorrow.

Parent/Guardian CHECKLIST of what's needed to enroll

ONLINE ENROLLMENT

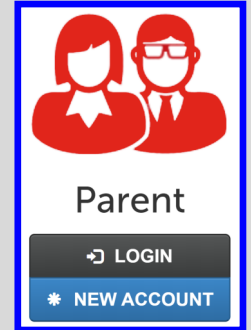
Please log-on to our website at

www.norwoodschools.org

Go to **ENROLLMENT**

This link is in the upper right corner

Once your forms are completed online, you can upload the Documents Necessary for Registration to your child's folder in Final Forms or email them:
Elementary & Middle School (Grades PS-8) to whitt.m@norwoodschools.org
High School (Grades 9-12) to barber.a@norwoodschools.org



DOCUMENTS NECESSARY FOR REGISTRATION

- Birth Certificate *(Certified Original)*
- Parent/Guardian Photo ID *(Must be Current)*
- Immunization Record
- Custody Papers *(Copy of recorded document required)*
This is required for a child whose parents/guardians have any legal situation that affects the child.
- IEP/ETR/MFE Documents (if applicable)
- Proof of Residence **** *Must be in the PARENT/GUARDIAN'S name***

You will need **ONE** of the following: **OR** (Must be dated within past **30** days)

You will need **TWO** of the following: (Must be dated within past **60** days)

- | | |
|---|---|
| <ul style="list-style-type: none"> <input type="radio"/> Mortgage Statement <input type="radio"/> Property Tax Statement <input type="radio"/> Signed Lease/Rental Agreement
<i>This must be current & will be required to be updated upon expiration.</i> <input type="radio"/> Notarized Affidavit of Residency
<i>This document must be current & will be required to be updated each school year.</i> | <ul style="list-style-type: none"> <input type="radio"/> Utility Bill <u>Duke Energy</u> or <u>Norwood Water Bill</u> <input type="radio"/> Payroll check stub <input type="radio"/> Hamilton Co. Job & Family Services letter <input type="radio"/> Medical Bill <input type="radio"/> Income Tax Return (current year) <input type="radio"/> Insurance Policy (current year) <input type="radio"/> Voter Registration Document (current year) <input type="radio"/> Vehicle Registration (current year) |
|---|---|

Your child's enrollment will not be complete until all necessary documents have been received and reviewed.

You will receive a confirmation email from Final Forms with your child's school building assignment once the enrollment is complete.