



South-Western City School District

Student Enrollment Center Registration Check List

4079 Gantz Road, Suite C-2 • Grove City, Ohio 43123 • Phone: (614) 801-6280 • Fax: (614) 801-2253

Date: _____

Time: _____

- New Enrollment Re-Enrollment Change of Address

Grade Level:

- Elementary (K-4) Intermediate (5-6) Middle (7-8) High School (9-12)

Required Documents:

- Original Birth Certificate **OR** Baptismal Record (with seal) **OR** Hospital Certificate (with seal) **OR** Passport
 Immunization Record
 TB test results, if coming from a foreign country
 Parent/Guardian Government-Issued Photo ID

Proof of Residency Documents in the Parent/Guardian's Name:

- Two different utility bills Gas / Electric / Water / Phone dated within 30 days (circle two)
OR
 Lease (current and signed by landlord and tenant)
OR
 Deed (signed and recorded)
OR
 Home purchase settlement statement (signed by seller and buyer)

Divorce/Custodial Documents, if applicable, must be court signed and date/time stamped:

- Final divorce decree, which may include shared parenting plan and shared parenting decree, naming specific parent as residential parent for school placement
 Grandparent Caretaker Authorization from Juvenile Court
 Temporary custody order naming specific guardian
 Military Power of Attorney

Special Education Documents, 504 Plan, IEP or ETR, etc.

- IEP, ETR or 504 Plan, if applicable