

Morgan County Schools Centralized Registration KK-12

Morgan County Board of Education Central Office
1065 East Avenue, Madison
706-752-4600
8:00-4:00 Monday –Friday

Items 1-3 are documents you should bring when enrolling students, if you have items 4-8 bring them with you, if not Morgan County will request them from the previous school. However, if items 4-8 are not available from the previous school it is the parent's responsibility to provide the information within 30 days of enrollment

1. **Proof of Residency:** Parents/Guardians wishing to register their child(ren) in Morgan County Schools must submit any two(2) of the following proofs of Morgan County residency:
 - Property tax bill
 - Current Utility bill with service address
 - Current Cable bill with service address
 - Rental agreement with landlord's name and phone number provided
 - Settlement statement, signed and notarized

(If the family is living in a home with someone else, both the parent/guardian and the person the family is living with must come to the Board of Education Central Office to submit an affidavit and provide two(2) valid forms of residency.)

2. Guardianship/Custody:

- Guardians who are not the birth parent must provide legal documentation of custody/guardianship.
- If the biological parents are divorced the custodial parent must live in Morgan County.
- To prevent or limit access of a parent to the child or the child's educational records, court orders are required.
- Restraining Orders or other Legal Documents specifically limiting the access of any individual to the student(s) being enrolled must be submitted.

3. Proof of Identification of Parent

4. **Age Verification** – The school system requires evidence of the student's date of birth and accepts as evidence a birth certificate, hospital issued record of birth, military ID, valid driver's license, passport, adoption record, religious record signed by an authorized religious official, official school transcript
5. **Hearing, vision, dental and nutrition screening** by a qualified member of the Health Department or a private physician, on the official State of Georgia form, #3300
6. **Certificate of Immunization** on State of Georgia form #3231, or an Affidavit of Religious Conflict With Immunization Requirements(form available at time of enrollment), or a Certificate of Physical Disability issued by the local health board or licensed physician
7. **Social Security number** is requested, but not required for enrollment, as per O.C.G.A. §20-2-150 (d); § 20-2-240. A copy of **Social Security Card (or Social Security Waiver Form) is required**
8. **Transcript/report card from previous school**

Documentation for Homeless Students – Homeless students, as defined by the McKinney-Vento Act, shall be enrolled immediately with full participation in school activities, regardless of whether required documentation can be provided at the time of enrollment. The designated employee responsible for care of homeless students shall assist the person enrolling the homeless student or the unaccompanied youth in acquiring the necessary documents for enrollment in accordance with the requirements of the state enrollment rule and the Act.

“The School District, in its enrollment procedures, requirements and process does not and will not discriminate based on race, color, national origin, or immigration status.”