

Gilmer County Charter Schools - Central Registration

Regular Hours
Monday – Friday
8:00 – 11:30 and 12:30 – 3:00

Administration and Technology
Office
134 Industrial Blvd
Ellijay, Ga 30540
706-276-5000

Summer Hours
Monday – Wednesday
8:00 – 11:30 and 12:30 – 4:00

WHO?

- All new Kindergarten – 12th grade students
- Any student transferring to another school within the district

Follow the 3 steps outlined below to register your student:

Step 1. PRE-REGISTRATION (Required for K thru Grade 12th)

Complete the online registration form before your appointment with Central Registration. If you do not have access to the Internet, please arrive 15 minutes early for your scheduled appointment in order to complete the on-line portion. The online form can be found at www.gilmerschools.com and clicking "Enroll Today."

Step 2. SCHEDULE AN APPOINTMENT

Schedule an appointment to register your student(s) at Central Registration by calling 706-276-5000.

Step 3. REQUIRED DOCUMENTS

Please bring all the items listed below to Central Registration in order to successfully register your child.

<ul style="list-style-type: none">• Parent/Guardian Photo ID<ul style="list-style-type: none">○ (for example: work ID, passport, driver's license)• Certified Birth Certificate• Guardianship/Custody Orders if the child does not live with his natural parents• Ear, Eye and Dental Screening, Georgia Form 3300 (available from a doctor or the Health Department)• Immunization Certificate, Georgia Form 3231 (available from a doctor or the Health Department)• Withdrawal Form and last Report Card, if transferring from another school system	<ul style="list-style-type: none">• Two Proofs of Residency<ul style="list-style-type: none">○ Lease or Mortgage statement (current within last 60 days)○ plus one of the following:<ul style="list-style-type: none">○ Utility bill (electric, water, or cable)○ Property tax statement or income tax statement○ Automobile registration or insurance○ Mail from any government agency• Social Security Card (or signed waiver in accordance with O.C.G.A 20-2-150)
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Change of Address

If you move to a new school zone within Gilmer County, it is necessary for you to go to central Registration to change your address. Parents are asked to complete the Change of Address Form. You will be required to provide the list on the form in order to complete the change of address process.