

**WELCOME TO THE GILMER COUNTY CHARTER SCHOOL.** To help make this transition a smooth one for students and their families, it is important that you are informed of the requirements for entering the Gilmer County School System.

1. Students **MUST** reside in Gilmer County (within our school district) with their parents or legal guardians and **MUST** notify the school any time there is a change in residency..

**Two pieces of evidence MUST be submitted at time of registration to show "Proof of Residence" from the following sources:**

The following shall be accepted as proof of residence for parents/guardians considered as "home owners": Current utility bill, (Showing street address in the name of the person registering the child), i.e. water bill, telephone bill, electric bill, gas bill, etc. **OR** a current residential property tax statement from the Gilmer County Tax Assessors Office or Homestead exemption in the name of the person registering the child. (If there is no tax bill, then the purchase/closing information for the residence can be used).

The following shall be accepted as proof of residence for parents/guardians considered as "renters": (1) A lease or rental agreement, consisting of the written evidence that the agreement is valid and (2) A district-designed affidavit signed by the property owner which will allow for appropriate verification of residence, or any of the current utility bills as stated above.

The following shall be accepted as proof of residence for parents/guardians considered as "non-renters" or "occupants of another person's home/residence": A district-designated affidavit signed by the parent/guardian, as well as by the home's occupants. If the occupants are renters, then the property owner's signature will also be required. **The Attendance Officer may visit the address given by any parent/guardian to verify residence. Extra verification will be required for a P.O. Box address.**

2. Students **MUST** have a **certified copy of their birth certificate, with raised seal.**
3. Students **MUST** have a **Georgia certificate of Immunization (DHR Form 3231),** from their physician or any public Health Department. **IF ENTERING A PUBLIC SCHOOL FOR THE FIRST TIME, DHR FORM 3231 MUST BE PROVIDED.**
4. Students should have **Georgia Certificate of Eye, Ear, Dental, and Nutrition Examination (DHR Form 3300),** from their physician or any public Health Department. The parent or guardian of a child who is being admitted for the first time to a public school in Georgia must file a completed form 3300 with the school.
5. An official copy of the child's **Social Security Card** (original copy) **MAY** be provided, which will be placed in the student's confidential records. If you do not wish to provide a social security number you must sign an objection form and a student number will be assigned to your child. Please inform the office if you need to complete this form.

**I acknowledge that I have been informed of the requirements for entering the Gilmer County Charter Schools.**

**Parents Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

We need the following items in your child's file:

- \_\_\_\_\_ Birth Certificate
- \_\_\_\_\_ Social Security Card
- \_\_\_\_\_ (2) Proofs of Residency
- \_\_\_\_\_ Immunization Form
- \_\_\_\_\_ Hearing, Vision, & Dental Screening
- \_\_\_\_\_ Copy of Parent Identification