

# ECLECTIC MIDDLE SCHOOL

## Current Student Registration Update

(This is for any student currently enrolled in an Eclectic School)

Questions about online registration should be directed to Tammy Maynard at [tammy.maynard@elmoreco.com](mailto:tammy.maynard@elmoreco.com) or 334-541-2131.

### Step 1

#### Update online registration

- Go to -- <https://update.elmoreco.com/>
- Username: Student's State ID Number printed on report card (19#####)
- Password: Student's date of birth using no slashes, hyphens, or spaces. For example, January 2, 2011 will be entered as 01022011.
- Follow on screen instructions to update

### Step 2

#### (If physical address has changed) **Provide proof of residency**

The following documents are required as proof of residency. All documents submitted must be **current** and contain the parent's or legal guardian's name and physical address. These documents can be submitted to the school or uploaded through the registration gateway.

- Copy of the mortgage, apartment or home lease, or letter from landlord certifying rental of property. If the student and parent live with someone else, a copy of the mortgage or apartment or home lease from the person who owns the home/leases the property is required. The property owner must then write the parent/guardian a lease to live in their home. This letter must be signed by all parties and notarized.
- One of following: Utility bill or deposit receipt, property tax record or deed, income tax record, auto registration record, voter registration record, bank records, loan statements, or investment certificates.

***Every Student Empowered, Every Student Succeeds***