

## ENROLLMENT REQUIREMENTS

Parents of any student(s) new to Houston County Schools must complete the enrollment process at the Central Registration site located at 303 South Davis Drive, Warner Robins, Georgia.

When a student initially enrolls in the Houston County School System, parents are responsible for providing the following documents:

Birth Certificate	At enrollment
Immunization Record (Georgia Form 3231)	At enrollment
Ear, Eye, Dental Screening (Georgia Form 3300)	At enrollment
Guardianship Papers (if student does not live with natural parents)	At enrollment
Records from Previous School (attendance, transcript, behavior)	30 days
(Central Registration will make a direct request to the previous school, but the responsibility rests with the parent)	30 days
Proof of Residence	At enrollment
(A completed mortgage/closing statement or lease agreement AND Utility start services at new address: electric/gas/water Stop services at prior address: (from in State or in-county only)	
Social Security Number or Waiver or an Application for Social Security Number	At enrollment
Medical Information which will impact instruction	At enrollment

NOTE: If immunizations are not appropriate for your child, you may complete the Affidavit of Religious Objection to Immunization form at the school or a Georgia Form 3231 with each medical exemption verified by your child's physician.

Georgia law requires that every student enrolled in a Georgia public school must be immunized according to the rules and regulations established by the Georgia Department of Public Health. A Certificate of Immunization (Form 3231) must be on file. A Georgia physician or health clinic must complete the certificate. Students who do not provide the school with an approved certificate will not be allowed to remain in school. A child enrolling in a Georgia school for the first time AT ANY GRADE LEVEL must be age-appropriately immunized with all required vaccines. In addition, those students entering a Georgia public school for the first time must provide a Certificate of Eye, Ear and Dental Examination (Form 3300) at enrollment.

Effective July 1, 2014 children born on or after January 1, 2002 who are attending 7<sup>th</sup> grade and for new entrants into a Georgia school grades 8<sup>th</sup> through 12<sup>th</sup> must have received a dose of Tdap (tetanus, diphtheria, pertussis) vaccine and one dose of meningococcal conjugate vaccine.