**Kindergarten registration information:**

**All parents must go online to complete the preliminary registration.**

*New students-https://newsturegistration.mcpss.com/login*

*Returning students-https://stuupdateinfo.mcpss.com/login (usernames included in report cards and password is -reg2021}*

Complete registration using new student information listed above. Take a picture on your phone and email a copy of the student's original birth certificate, social security card, two proofs of residence (one must be a lease, rental agreement, or mortgage in the guardian's name and the other proof can be a utility bill that must be current - within 30 days). Also email the immunization card and the guardian's driver's license. If you do not have any proofs of residence in your name, you will need to complete an enrollment assessment form. Call 251-221-7777 option 6 for assistance with the enrollment assessment form.

*Place the student's name, grade, and a working telephone number on the cover of each email or fax.*

*Send the email to* *craiqheadreqistration@mcpss.com* *or fax it to 251-221-1151.*

**Returning Students registration for grades 1-5 (already attended a Mobile County School)**

Complete registration using the returning student information listed above. Take a picture on your phone and email a copy of the student's report cards (if they are new to Craighead), two proofs of residence (one must be a lease, rental agreement, or mortgage in the guardian's name and the other proof can be a utility bill that must be current within 30 days) and the guardian's driver's license. If you do not have any proofs of residence in your name, you will need to complete an enrollment assessment form. Call 251-221-7777 option 6 for assistance with the enrollment assessment form.

*Place the student's name, grade, and a working telephone number on the cover of each email or fax.*

 *Send the email to* *craiqheadregistration@mcpss.com* *or fax it to 251-221-1151.*

**Students new to the district for grades 1-5 (has not attended a Mobile County School)**

Complete registration using new student information listed above. Take a picture on your phone and email a copy of the student's original birth certificate, social security card, student's report card, two proofs of residence (one must be a lease, rental agreement, or mortgage in the guardian's name and the other proof can be a utility bill that must be current -within 30 days). Also email the immunization card and the guardian's driver's license. If you do not have any proofs of residence in your name, you will need to complete an enrollment assessment form. Call 251-221-7777 option 6 for assistance with the enrollment assessment form.

*Place the student's name, grade, and a working telephone number on the cover of each email or fax.*

 ***Send the email* to** *craigheadre**qistration@m**cpss.com****or fax it to 251-221-1151***



