

June 18th - June 20th

8:00 – 11:00 a.m.

Murphy High School

After the week of June 20th please check www.mhspanthers.com for additional dates to complete the registration/enrollment process

First Enrollment Step:

ALL Students (*new* and *returning*) must complete the Online Registration before enrolling:

- Go to www.mcpss.com
- Under Register choose one of the following:
New Students (A student who has never been enrolled in MCPSS)
Returning Students (A student who currently attends school in MCPSS)

Second Enrollment Step:

Parent must come to the school with the following to complete the enrollment process:

New Students to MCPSS must have:

- 1st Step – Complete the *Online Registration* prior to coming to the school
- **Parent/Legal Guardian** must enroll the student
- 2 Current proofs of residence (dated within 2 months of enrollment date) in the parent's/guardian's name
- Parent's photo ID
- Student's Social Security Card
- Student's Certified Birth Certificate
- Alabama Certificate of Immunization
- Incoming 9th Graders an 8th grade Report Card stating student has been promoted
- 10th – 12th graders must have an unofficial transcript from previous school

Students currently enrolled in MCPSS but are **NEW** to Murphy High must have:

- 1st Step – Complete the Online registration prior to coming to the school
- **Parent/Legal Guardian** must enroll the student
- 2 Current proofs of residence (dated within 2 months of enrollment date) in the parent's/guardian's name
- Parent's photo ID
- Incoming 9th Graders must have in hand an 8th grade Report Card stating student has been promoted
- 10th – 12th graders must have an unofficial transcript from previous school

Returning Murphy students with changes that prevents the record from sealing

- 1st Step – Complete the Online registration prior to coming to the school
- Parent's photo ID
- 2 Current proofs of residence (dated within 2 months of enrollment date) in the parent's/guardian's name

Returning Murphy students without changes

- Complete the online registration and the record will **SEAL** itself – you do not have to come to Murphy until the designated time for 'schedule pick up' in July.

Acceptable types of proofs of residence:

- **Required: One (1) proof that reflects physical residence:**
 - Property Tax or Deeds (Tax Receipt record, deed, homeowners insurance policy, mortgage statement)
 - Apartment House or Lease (Lease, Rent Receipt, Renters insurance policy, or housing agreement)
- **Required: One (1) proof from the following:**
 - Utility Bill (water, gas, land-line telephone, electric, cable, garbage)
 - Income Tax Records from IRS to the Guardian/Parent
 - Bank Records
 - Employment Records
 - Other Official Proofs (Check or letter from Social Security Office, DHR, Food Stamp Office, TANF)
 - Two (2) Credit Card Accounts (counts as one proof)