



HERITAGE ELEMENTARY SCHOOL

STUDENT REGISTRATION CHECKLIST

REQUIRED DOCUMENTATION

#	WHAT'S NEEDED						
1	Parent (s)/Legal Guardian (s) Picture ID <ul style="list-style-type: none"> • State ID • Driver's License • Employment ID • If you are not the legal parent (s), court issued legal guardianship documentation must be provided before enrolling 						
2	Withdrawal paperwork from last school attended (Grades 1 st -5 th)						
3	Birth Certificate <ul style="list-style-type: none"> • Original required for PK & Kindergarten • <i>If you have a lost/misplaced Birth Certificate, call 404-679-4710 or visit https://dph.georgia.gov/birth-records for more information</i> 						
4	Social Security Card <ul style="list-style-type: none"> • Original required for PK & Kindergarten • <i>If you have a lost/misplaced Social Security Card, call 1-800-772-1213 or visit www.ssa.gov to find a location nearest you</i> 						
5	Immunization Certificate <ul style="list-style-type: none"> • GA Form 3231 • Must be up-to-date and not expired • Must have Physician/Healthcare Providers' signature and date • <i>If you have relocated from out-of-state, see back for GA Local County Health Care Centers</i> 						
6	Ear, Eye and Dental <ul style="list-style-type: none"> • GA Form 3300 • Must be up-to-date and not expired • Must have Physician/Healthcare Providers signature and date for all items • <i>If you have relocated from out-of-state, see back for GA Local County Health Care Centers</i> 						
7	Two (2) Proofs of Residency (<i>From the approved District list of verifications</i>) <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <u>One Utility Proof (Must be Current)</u> <ul style="list-style-type: none"> • Water Bill • Electric Bill </td> <td style="width: 50%; vertical-align: top;"> <u>One Residence Proof (Must be Current)</u> <ul style="list-style-type: none"> • Copy of Home Mortgage Payment • Lease/Renters Agreement • Current Bank Statement • Section 8/HUD Housing Contract </td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 20px 0;"> <div style="font-size: 48px; font-weight: bold; text-decoration: underline; margin: 0;">AND</div> </td> </tr> <tr> <td colspan="2" style="vertical-align: top;"> <ul style="list-style-type: none"> • Valid State Driver's License/ID with Current Address • Home Sale Contract • Homeowner's/Renter's Insurance Card • Paycheck Stub • Current HOA Bill/Statement • IRS Tax Documents • DFACS </td> </tr> </table>	<u>One Utility Proof (Must be Current)</u> <ul style="list-style-type: none"> • Water Bill • Electric Bill 	<u>One Residence Proof (Must be Current)</u> <ul style="list-style-type: none"> • Copy of Home Mortgage Payment • Lease/Renters Agreement • Current Bank Statement • Section 8/HUD Housing Contract 	<div style="font-size: 48px; font-weight: bold; text-decoration: underline; margin: 0;">AND</div>		<ul style="list-style-type: none"> • Valid State Driver's License/ID with Current Address • Home Sale Contract • Homeowner's/Renter's Insurance Card • Paycheck Stub • Current HOA Bill/Statement • IRS Tax Documents • DFACS 	
<u>One Utility Proof (Must be Current)</u> <ul style="list-style-type: none"> • Water Bill • Electric Bill 	<u>One Residence Proof (Must be Current)</u> <ul style="list-style-type: none"> • Copy of Home Mortgage Payment • Lease/Renters Agreement • Current Bank Statement • Section 8/HUD Housing Contract 						
<div style="font-size: 48px; font-weight: bold; text-decoration: underline; margin: 0;">AND</div>							
<ul style="list-style-type: none"> • Valid State Driver's License/ID with Current Address • Home Sale Contract • Homeowner's/Renter's Insurance Card • Paycheck Stub • Current HOA Bill/Statement • IRS Tax Documents • DFACS 							