



Enrollment Center  
675 S. Yearling Rd  
614-417-5129  
www.wcsrams.org

Appointment Date: \_\_\_\_\_

Appointment Time: \_\_\_\_\_

## Registration Document Checklist

### Documents required when registering a student:

A student may not be registered until all documents have been submitted. Please bring all documents and your government issued ID at the time of your registration appointment.

1. **Child's Proof of Age** - one (1) of the following documents:

- Birth Certificate - Original
- Valid Passport

2. **Immunization Status** - one (1) of the following documents:

- TB test results, if coming from a foreign country
- Immunization form signed by doctor
- Refusal to vaccinate

3. **Proof of Residency** - one (1) of the following documents

- Current Rental Lease
- Recent Home Purchase Closing Statement
- Current Property Tax Statement

Two (2) of the following dated within 30 days of registration in parent/guardian's name

- Utility Bill (Gas, Electric, Water, Cable, Phone Bill)
- Change of Address from the USPS
- Social Security statement/Job & Family Services statement

If you live with someone else you will need everything listed above plus the following:

- Notarized Residency Affidavit (Completed at Enrollment Center)
- Two (2) of the following dated within 30 days of registration in parent/guardian's name
  - Driver's License
  - Change of Address from the USPS
  - Parent/Guardian and student(s) must be listed on the lease as an occupant**

4. **Divorce/Custodial Documents, if applicable, must be court signed and date/time Stamped:**

- Final Divorce decree, naming specific parent as residential parent for school placement
- Military Power of Attorney
- Grandparent Power of Attorney from Juvenile Court
- Temporary custody order naming specific guardian

5. **Special Education Documents, 504 Plan, IEP or ETR, etc.**

- IEP
- 504
- ETR
- Special Ed Services indicated, but no documents presented

### Note To Parents Of Athletes:

If your student athlete enrolls and participates under false pretenses, Whitehall athletic teams could be forced to forfeit games based on the playing of an ineligible player.