

**NORTH CANTON CITY SCHOOLS
STUDENT ENROLLMENT GUIDELINES**

Welcome to North Canton City Schools! In order to enroll your custodial child in the North Canton City School District, the following documentation must be provided and current enrollment packet completed. No student will be officially enrolled and eligible to start classes until all required documentation and forms are received and approved in the Registrar's office.

- North Canton City Schools reserves the right to postpone enrolling a student until such time as all documentation, forms, information, etc. provided by the custodial parent/guardian have been verified as true and accurate.
- No tuition student enrollment will be accepted until the tuition application process has been completed and approval by the Superintendent has been received.

PROOF OF RESIDENCY REQUIREMENTS:

	<p>1. Acceptable proofs of residency include any combination of TWO (2) of the following in the custodial parents name.</p> <ul style="list-style-type: none"> -- Gas Bill -- Electric Bill -- Water and /or Sewer Bill -- Property Tax Statement -- Voter Registration Card -- Official Change of Address Card (card is received in the mail by the post office after you have applied for change of address. The printed email receipt is not accepted.) -- Rental Lease or Mortgage Closing Documents (cable or phone bill will not be accepted)
	<p>1A. <u>If you are in the process of building a home of residence in the North Canton City School District</u>, the following submissions are required:</p> <ul style="list-style-type: none"> a) A notarized sworn statement explaining the situation, revealing the location of the house being built, and stating the custodial parent's intention to reside there upon completion; <u>and</u> b) A notarized statement from the builder confirming that a new home is being built for the custodial parent and that the new house is at the location indicated in the parent's statement.
	<p>1B. <u>If you will be residing with someone in the North Canton City School District</u>, the following submissions are required:</p> <ul style="list-style-type: none"> a) Two proofs of residency from the resident (see #1 above) AND b) The completed, signed and notarized North Canton City Schools Residency Affidavit. (Available on the registration page of our website.)
	<p>1C. <u>If you have purchased a home in the North Canton City School District but have not closed</u>, A copy of your purchase agreement is acceptable.</p> <p>Final closing documents must be received within 90 days under this exception. If documentation is not received, tuition may be billed starting on day 91. You will have 30 days after closing to present a current utility bill with your new address as your second proof of residency.</p>

ENROLLMENT REQUIREMENTS:

	<p><u>Birth Certificate:</u> An original or copy of a state-issued certified birth certificate must be presented. If enrolling in Kindergarten, the child must be five years old on or before August 1st of the current school year.</p>
	<p><u>Parent Identification:</u> A copy of a photo ID, such as a driver's license, of the custodial parent/guardian.</p>
	<p><u>Custody Documentation:</u> If applicable, the most recent court orders allocating parental rights and responsibilities or other documents allocating custody or guardianship. This COMPLETE document must be a certified copy of a judgment entry, court order, or decree signed by a judge and filed with the clerk of courts.</p>
	<p><u>Immunization Documentation:</u> A copy of the most recent immunization record is required for school entry.</p>