

# **CENTENNIAL HIGH SCHOOL COUNSELING OFFICE**

## **The following documents MUST be provided to enroll a student:**

- TWO verifications of residency
  - *A house contract/lease, utility bill, pay stub, etc (must be current within 30 days)*

## **The following documents must be provided in order to place a student into classes:**

- Copy of student's final transcript
  - *Students recommended for Honors or AP classes must provide a letter indicating such from the previous school*
- Students with special needs must provide a current Individual Education Plan (IEP).
- Proof of student's age (i.e. birth certificate)
  - *Must be provided within 30 days of enrollment*
- Currently updated Immunization Certificate (Form #3231 only)
  - *Must be provided within 30 days of enrollment*
- Ear, Eye, Dental Certificate (Form #3300)
  - *Georgia State Law requires these to be on a State of Georgia form, available from student's doctor or at the North Fulton Regional Health Center located at 3155 Royal Drive, Alpharetta, GA (404-332-1958)*
  - *Must be provided within 30 days of enrollment*
- Picture ID of adult enrolling student
  - *Adult enrolling the student must be at least 18 years of age*
- Complete mailing address of previous school
- Attendance records from previous school
- Discipline records from previous school
- Copy of student's social security card (if available)

*\* Students transferring from another Fulton County school need only provide 2 proofs of residency and a picture ID; all other documents will be obtained from current Fulton County file.*

**STUDENT ENROLLMENT MAY BE DELAYED IF ALL OF THE REQUIRED DOCUMENTS ARE NOT PROVIDED**

***The student (regardless of age) MUST come with an adult to register for classes. It is the responsibility of the enrolling adult to obtain all necessary documents from the previous school.***