

Rocky River City School District

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440-356-6000 · www.rrcs.org · info@rrcs.org

NEW STUDENT REGISTRATION CHECKLIST Grades 1-12

Step 1: Go to **Registration tab** at www.rrcs.org to complete your online forms

Step 2: After you have all of the documents from this checklist, please call the Board of Education to schedule a registration appointment.

Items to bring to Registration:

- _____ 1. Affidavit of Residency Form ***
- _____ 2. Consent for Request of Student Records form ***
- _____ 3. School Entrance Physical Examination Form (Completed by Physician) ***
- _____ 4. Residence Verification – 2 Items (See Affidavit of Residency Form)
- _____ 5. Parent/Guardian’s Driver’s License, State Photo ID or Passport
- _____ 6. Student’s Birth Certificate – original or certified copy
- _____ 7. Immunization Records
- _____ 8. Custody or Custody Pending Agreement – if applicable
- _____ 9. Students with Special Needs / ETR, IEP, 504 Plan – if applicable
- _____ 10. Withdrawal Slip / Transfer Slip from Previous School
- _____ 11. Last Report Card, Achievement Test Results, Transcript
- _____ 12. Residency Certification Form (provided at registration)

**IF YOU DO NOT SUBMIT ALL REQUIRED DOCUMENTS,
YOUR REGISTRATION WILL NOT BE FINALIZED**

*** AVAILABLE AT www.RRCS.org UNDER THE REGISTRATION TAB