



Buford City Schools

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NEW STUDENT ENROLLMENT PARENT'S CHECKLIST

The person(s) enrolling the student must be the Legal Parent or Guardian; this person(s) is required to sign all registration forms. Please be aware of Buford City Schools 1 day policy.

You will need the following information before you can register your student:

Parent Provided Documents

- Proof of Residency - Residency is within the City Limits of Buford. If unsure call Buford City Hall at (770) 945-6761. Examples: City of Buford Bill, Lease Agreement/Housing Contract, or NOTARIZED Affidavit if living with someone.
 - Records From the Previous School: Withdrawal Form, Current Grades (Progress Report, Report Card and/or official transcript), Discipline file, Attendance Record, Immunization, Hearing, Dental & Vision Screening
 - Copy of Certified Birth Certificate – No Cards Accepted
 - Copy of Social Security Card
 - Updated Copy of Immunizations on GA Form 3231 – You can obtain this information from your student's doctor, Buford Health Department (770) 614-2400, or the previous GA school.
 - Hearing, Dental, & Vision Screening on GA Form 3300 – You can obtain this information from your student's doctor, Buford Health Department (770) 614-2400, or the previous GA school.
 - Student Custody Information – (with attached copy of official court order if applicable)
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School Provided Documents upon Registration

- Registration Form - Complete with Legal Parent or Guardian Signature
- Records Release Form – Regular and Special Education (if applicable) signed
- Student Information Form
- Residency Affidavit - With Proof of Residency Attached
- Clinic Card
- Attendance Compulsory Notice – Parent and Student Signature required
- Other Information (if applicable):
 - Free and Reduce Lunch Form
 - Occupation Survey for Supplemental Educational Services
 - Agenda

Buford City Schools is an equal opportunity employer