

NEW STUDENT REGISTRATION

To enroll a student, you must have the following documents at time of enrollment:

Legal parent/guardian photo ID (Driver's License)

Certified Birth Certificate (no copies, must be original)

Social Security Card

Two (2) forms of Proof of Residency (a signed purchase or rental agreement **and** a current utility bill)

A current tax bill is available at www.co.portage.oh.us/auditor.htm

If you are living with someone in the district and your name is not on the lease, deed or title, you will need a Residency Verification form to fill out and have notarized.

Immunization Records

Custody Papers (if applicable) (Signed and stamped by the court)

A copy of the student's previous report card is helpful, but not required

If your child receives special services, please bring a copy of the IEP/MFE.

All paperwork must be received before your child may attend school.

For more information, contact the building secretaries:

Primary School (Kindergarten-Grade 2)

Mrs. Greenwood 330-654-1930 dgreenwood@sepirates.org

Intermediate School (Grades 3-5)

Mrs. Chaney 330-654-1940 mchaney@sepirates.org

Middle School (Grades 6-8)

Mrs. Witkosky 330-654-1950 mwitkosky@sepirates.org

High School (Grades 9-12)

Mrs. Cottrell 330-654-1966 pcottrell@sepirates.org