

SEL Registration Checklist

Welcome to the South Euclid Lyndhurst School District

**** Important Note ****

**The following documents are required for EACH student.
ALL documents MUST BE UPLOADED before
your electronic registration information is reviewed.**

- Birth Documentation** - Please provide one of the following:
 - Original Birth Certificate
 - Certified Copy of Birth Certificate

- Custody Papers (full originals with court stamp)** – Please provide if applicable:
 - Guardianship
 - Custody
 - Journal Entry
 - Grandparent Power of Attorney
 - Caretaker Affidavit
 - Divorce Decree/Shared Parenting Agreement

- Medical Information** - Please provide both of the following:
 - Health History Form
 - Physical Form **or** Immunization Records

- Parent/Guardian Identification** - Please provide one of the following:
 - Social Worker ID
 - Ohio Drivers License or State ID with Current Address

- School Records** - Please provide all of the following that apply:
 - Withdrawal Slip
 - Last Report Card/Grades in Progress
 - State Testing Information
 - Transcripts (high school only)
 - IEP/ETR/MFE
 - Home Schooling Documentation
 - 504 Plan

- Proofs of Residency**
 - Residency and Custody Affidavit form (**MUST** be completed by everyone. **MUST** be notarized.)
 - Owner Affidavit (In addition to the Residency and Custody Affidavit, please complete **only** if the parent/guardian lives in the home of another SEL resident and is **not** included on the mortgage or lease. **MUST** be notarized.)
 - IF** Parent/Guardian is Living in a Home with Another SEL Resident, PLEASE **ALSO** PROVIDE:
 - ✓ Mortgage statement, Deed or lease **and**
 - ✓ two (2) utility bills from property owner/lease occupant with name and address as well as the above Owner Affidavit form.
 - Homeowners Mortgage Statement/Deed (Owner) – **OR** – Current Signed Lease (Renter)
 - **You must upload** the following with the Parent/Guardian’s Name and Address:
 - **Two (2) Utility Bills within the last 30 days – OR –**
 - If the utility bills are **not** in the Parent/Guardian’s name, please provide any **two (2) of the following items** dated within **last 30 days**:
 - ✓ Bank Statement; or
 - ✓ Pay Stub; or
 - ✓ Business mail (not “junk mail”) with the Parent/Guardian’s Name and Address