



2024-2025 New Student Enrollment Form for 5K - Grade 12

All students who are NEW to Spartanburg School District 7, including incoming kindergarten students not currently enrolled in a District 7 pre-K program, should use this form to enroll. Children who will be five years old on or before September 1 of this year must enroll in public or private kindergarten, unless the parent or legal guardian signs a waiver. Any child who will be six years old on or before September 1 of this year must enroll in first grade.

To start the enrollment process, a parent/guardian must present this completed enrollment form AND all of the following to their zoned school:

1. **State Birth Certificate**
2. **South Carolina Certificate of Immunization** or South Carolina Certificate of Religious Exemption obtained from the Spartanburg County Health Department
3. **Two current proof of residency documents** (all must contain property address) in the name and property address of the parent or legal guardian. This must include **ONE** of the following: A recent tax document for primary residence, or current signed rental/lease agreement with legally notarized documentation from landlord verifying current address, **AND ONE** current utility bill (i.e. electric, gas, water, cable).
4. **Valid parent/guardian photo I.D.** (such as S.C. DMV issued I.D. or driver's license)

PLEASE PRINT CLEARLY

Date: _____

Student's Full Name _____
Last First Middle (Nickname)

Birthdate _____ Enrolling Grade _____ Gender _____ Home phone (____) _____

Last School Attended _____ Does student have (Y/N): _____ IEP _____ 504

Home Address _____
Street City/Zip

Primary Parent/Guardian Full Name _____

Primary Parent/Guardian Email address _____

Primary Parent/Guardian Mobile phone (____) _____

How to Complete the New Student Enrollment Process

- After submitting this completed enrollment form and required documentation, you will receive an email from "mailman@FinalForms.com" at the address you provided above that will allow you to **complete the remainder of the registration information online**. Once you receive this email, please complete the online process right away to be assigned a teacher. Your student's enrollment is not complete until you complete the online registration process.
- When the school year begins, you are encouraged to **request a PowerSchool Parent Portal account** from your child's school (call or email the school office to request this). The portal helps parents/guardians to partner in their student's success by monitoring attendance, grades, assignments, and class schedules online. Only parents or guardians with legal rights to their child's student records may receive a Parent Portal account.