

WELCOME to NEW Student Registration

Barbara G. Millington
District Registrar

614-920-2600

To enroll a new student into our district, please read the following information:

- You must schedule a registration appointment with the centralized registration office. At the time of scheduling an appointment, you will need to verify your address is located within our school district boundaries.
- Registration appointments will be scheduled between the hours of 8:00-11:30 a.m. and 1:00-3:00 p.m. Monday through Thursday (or as indicated on the schedule).
- Please call 614-920-2600 or 614-837-4533 during regular business hours (8:00 a.m.-3:30 p.m.) to schedule an appointment.
- All registration forms must be completed and documentation provided at your scheduled registration appointment. These requirements must be met before your child may begin attending Canal Winchester Schools.
- Residency verification, court custody papers (if applicable), student's birth certificate and social security number, and immunizations are needed at registration. Please make arrangements to obtain these items before scheduling your enrollment appointment. You should not expect these documents to come from your child's previous school.
- The required Registration Forms are available on this website. Your appointment will be expedited if all forms have been completed and signed before your arrival.

Frequently Asked Questions:

- ? *Is my child required to be present at registration?*
No, your child is welcome to accompany you but s/he is not required to attend.
- ? *May I register children of different ages at one time?*
Yes, that is one purpose of central registration.
- ? *How do I know if my residence is in the Canal Winchester School District?*
The school district is always willing to verify an address for you (call 920-2600 or 837-4533). However, landlords, apartment managers, or realtors should be able to verify the school district for their individual properties. The Franklin or Fairfield County Auditor's websites can also help you determine the school district.
- ? *May I fax or mail the registration paperwork?*
No, we do not accept faxed or mailed registrations for new students.
- ? *Will our children be able to visit the school they will attend?*
You may contact the school of attendance and arrange for a visit.
- ? *Do Canal Winchester schools require uniforms or have a specific dress code?*
We do not require uniforms, and the Dress Code for each building is located on our website.

If you have additional questions, please feel free to
call me at **614-920-2600**.

Canal Winchester Local Schools

www.canalwin.k12.oh.us

We appreciate your assistance in making the enrollment process efficient and look forward to educating your student at Canal Winchester Local Schools.