



# Western Line SCHOOL DISTRICT

## Registration Requirements 2023-2024 School Year

### Requirements for Returning or New Students

Two Proofs of Residency—Originals, No Copies

- \_\_\_\_\_ Proof 1: Current Utility Bill **OR** Current Automobile Registration  
(Gas, Electric, Water, Cable TV)
- \_\_\_\_\_ Proof 2: Current Home or Apartment Lease, **OR** Mortgage or Property  
Deed, **OR** Homestead Exemption Form

### **Proofs of Residency for Affidavits**

**(Only for Parents/Guardians and Students living with someone else)**

- \_\_\_\_\_ Legal Guardianship Documentation
- \_\_\_\_\_ Proof 1: Notarized Affidavit Provided by District
- \_\_\_\_\_ Proof 2: Current Home or Apartment Lease, **OR**  
Mortgage or Property Deed, **OR**  
Homestead Exemption Form  
**(from the non-custodial adult with whom the student and parent/guardian reside)**
- \_\_\_\_\_ Proof 3: Current Utility Bill (Electric, Gas, Cable TV, Water), **OR**  
Current Automobile Registration  
**(from the non-custodial adult with whom the student and parent/guardian reside)**
- \_\_\_\_\_ Proof 4: **TWO OF THESE**: Automobile Registration, Bank Statement/Work  
Check Stub/State or Federal Check, IRS Document, SNAP  
Verification, or other Government Correspondence  
**(from the parent/guardian with the address at which you reside)**

## **Additional Documents for NEW Students**

\_\_\_\_\_ Birth Certificate

\_\_\_\_\_ Social Security Card

\_\_\_\_\_ Immunization Compliance Documentation (Form 121)

\_\_\_\_\_ Withdrawal/Last Report Card from Previous School  
(For Kindergarten Students—Copy of Head Start or Daycare Certificate)  
(For Pre-K Students—Copy of the Approval Form from WCOI, Inc. Head Start)

## **2023-2024 School Year Registration Process**

### **New or Returning Students**

1. Take ORIGINAL COPIES of proofs of residency to school office.
  - a. New students will need other documentation listed above.
  - b. Incoming 7<sup>th</sup> graders will need the MS form 121 (immunization compliance).
2. School staff will verify documents, once approved, Parent/Guardian will receive a registration code.
3. Parent/Guardian will create a NEW Active Parent account and complete registration.

### **Pre-K Students**

1. Parent/Guardian goes to WCOI, Inc. Head Start FIRST to obtain approval from.
2. Parent/Guardian brings approval form, all new student documentation, and proofs of residency to the school office to complete school registration.

## **Contact Information:**

- |                         |              |                                                                                                                                                                                                                                      |
|-------------------------|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| • O'Bannon Elementary   | 662-332-4830 | <a href="mailto:sthreet@westernline.org">sthreet@westernline.org</a><br><a href="mailto:lmeads@westernline.org">lmeads@westernline.org</a><br><a href="mailto:Meredith.hallman@westernline.org">Meredith.hallman@westernline.org</a> |
| • O'Bannon High School  | 662-335-2637 | <a href="mailto:rhenry@westernline.org">rhenry@westernline.org</a><br><a href="mailto:charmell.daniels@westernline.org">charmell.daniels@westernline.org</a>                                                                         |
| • Riverside Elementary  | 662-335-4528 | <a href="mailto:afrazier@westernline.org">afrazier@westernline.org</a>                                                                                                                                                               |
| • Riverside High School | 662-335-4527 | <a href="mailto:ajohnson@westernline.org">ajohnson@westernline.org</a><br><a href="mailto:erigney@westernline.org">erigney@westernline.org</a>                                                                                       |