

## **New student registration:**

Choose what year the student will begin (transfer for this school year 2019-2020 or New student for 2020-2021 school year)

## **New to GCPS:**

- Complete on-line registration (Go to [www.fortdanieles.org](http://www.fortdanieles.org) and follow the link for **Online Registration**)
  - Uploading Documents for OLR: The following documents can be uploaded during the online registration process. Most documents attachments (PDF, JPG, DOC, PNG, pictures from a phone, etc) are compatible. The file size limit is 2 MG.
    - **Birth Verification** – Student’s Birth Certificate, Passport
    - **Social Security Card** or sign a waiver
    - **Certificate of Immunization on a Georgia Form 3231** - To be valid the Certificate of Immunization must be marked in the appropriate box either “Complete for School Attendance” or Date of Expiration.
    - **Vision-Hearing-Dental and Nutrition Certificate on a Georgia Form 3300**
    - **2 proofs of residency: One of the following:**
      - A non-contingent sales agreement
      - Current lease/rental agreement
      - Most recent income tax return
      - Current paycheck stub
      - Current Medicaid card
      - Current residential property tax statement or bill
      - Current warranty deed
      - Current home purchase agreement
      - Current homeowner’s insurance policy
- AND**
- 1 Utility bill (gas, power or water bill)
  - **Parent photo ID**
  - **Non-GCPS Report Card/Transcript**
  - **Previous School’s Withdrawal Form**

## **How to upload documents while completing Online Registration:**

1. To upload documents go to the **Documents** section of registration, select **Upload**.
2. Chose the document to upload, click **Open**.
3. The document will appear in the **Select document** field.