

# KINDERGARTEN REGISTRATION 2023-2024

## Registration begins March 13, 2023

Welcome! We are pleased that you have chosen to register your student(s) at Kings!

Kings is currently using an online registration tool called FinalForms to enroll new students. If you have questions or need further assistance, please contact Amy Andrews at (513) 459-2932.

Please note: You MUST be the custodial parent/legal guardian to enroll a student.

### STEP 1: COMPLETE THE ONLINE STUDENT REGISTRATION FORMS

- \* All forms will turn GREEN when completed correctly
- \* For the forms requiring student signatures for grade 7-12, Students will receive an email address once school starts and then will be required to sign off on their forms (Registration can still happen without student signatures)

### STEP 2: REQUIRED DOCUMENTS NEEDED TO COMPLETE REGISTRATION

- \* Child's Birth Certificate or Passport
- \* Proof of Residency (current or deed) or (current signed lease listing all occupants)
- \* If you are living in a house owned by another person an [Affidavit II](#) must be completed. Homeowner must provide a deed or lease.
- \* Photo ID of the parent/guardian
- \* Custody/Parenting Agreement (if applicable)
- \* Immunization Records (Must be downloaded prior to child's first day of school)
- \* ETR/IEP/504 Plan/WEP (if applicable)

**YOUR CHILD/CHILDREN ARE NOT REGISTERED UNLESS ALL DOCUMENTS NEEDED ABOVE ARE DOWNLOADED.**

**[CLICK HERE](#) TO BEGIN REGISTRATION**