

Here's How to Register:

~Go online to our district website: www.westcler.k12.oh.us

~Under "Departments" click on "Central Enrollment"

~On the right hand side click on "**New Student Enrollment 18-19**" —You will need to create an account. If you have already used our enrollment process before, then you will need to log in and register a new student.

~After you complete the enrollment application, you will register for an appointment to meet with an enrollment specialist. *Pick the appointment that best suites your schedule. *Confirm your Appointment! *You will get an appointment confirmation email with the details about what to bring and the time of your appointment . The email will also include the location of your appointment.

~You must meet with an enrollment specialist in person to complete your registration.

~All West Clermont Preschool students going to Kindergarten must register for KDG for the new school year.

~All incoming Kindergarten students must be 5 years of age by September 30, 2018.

~ ONLY a parent/guardian may enroll a student for school



Kindergarten

Registration

2018-2019

What You Need for KDG Registration for the 2018-2019 School Year:

~**Original Birth Certificate** of the Child (you must bring the original - we will scan a copy for you)

~**One Proof of Residency** For more information on Proof of Residency for Enrollment please visit www.westcler.k12.oh.us

- Official Lease, Title, Deed, Settlement Statement, Purchase Contract
- Homeowner or Renter's insurance statement dated within the last 30 days.
- Mortgage Statement dated within the previous 60 days.
- Gas/Electric/Water statement dated within the last 30 days.
- Federal or State tax returns dated within the last 12 months.
- Any piece of mailed dated within the last 30 days from the federal, state or local government, such as Clermont County Job & Family Services, Social Security, Child Support Enforcement Agency, etc.

~**Parent / Guardian Photo ID**

~**Kindergarten Physical** (use our Health Form Record –print from our web page www.westcler.k12.oh.us —Not required for registration but will need to be complete to start school in August)

~Please bring any additional documents with you for registration that apply to your child, ex. Custody papers, Grandparent Power of Attorney, IEP, ETR., 504 ~

Kindergarten appointments will start February 26th and continue through the month of March. Appointments will be held at the District Office (4350 Aicholtz Road, Suite 220, Cincinnati, OH 45245) Monday, Wednesday and Friday from 8:30AM -3:30PM

Appointments will also be held at each elementary building on Tuesdays and Thursdays please see schedule for specific dates and times

Appointment Schedule for the Elementary Buildings

Amelia –February 27th 1:30pm–6:00pm

Clough Pike–March 1st 1:30pm–6:00pm

Merwin– March 6th 1:30pm–6:00pm

Withamsville Tobasco–March 8th 1:30pm–6:00pm

Brantner–March 13th 1:30pm–6:00pm

Holly Hill–March 15th 1:30pm–6:00pm

Willowville–March 20th 1:30pm–6:00pm

Summerside–March 22nd 1:30pm–6:00pm