

WELCOME TO OUR ONLINE REGISTRATION SYSTEM

This system will allow parents to register their student online safely and efficiently. This guide provides helpful tips.

Step 1: INFORMATION NEEDED

You will need to enter the following information:

- Dwelling Address and Mailing Address (if different from your physical home address)
- Parent/Guardian Phone Numbers: home, cell and work
- Parent/Guardian E-mail Address: home and work
- Emergency Contact Name and Phone Number: you may select specific Emergency Contacts for each student
- Student Birth Certificate: you will need this document to verify full legal name
- Student Social Security Number: needed for HOPE scholarship or waiver may be signed at school
- School History: address and phone number of last school attended
- Medical Information: including health conditions, medicines taken at school and physician name and phone number

Step 2: ACTIVE E-MAIL ADDRESS

The Online Registration System requires that parents have an ACTIVE e-mail address. If you do not have an e-mail account, you can create one free of charge using one of the following suggested providers.

Microsoft's Outlook <http://www.microsoft.com/en-us/outlook-com/>

Google's Gmail <https://accounts.google.com/>

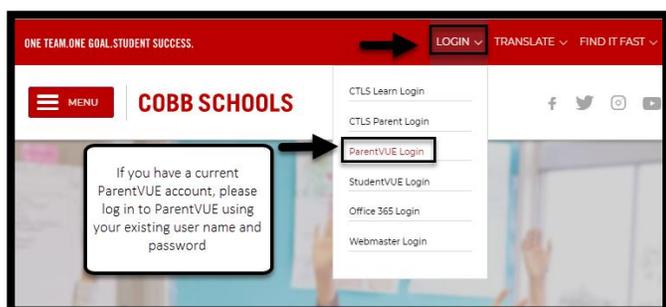
SignUp Yahoo!Mail <https://login.yahoo.com/config/login>

Step 3: ACCESSING ONLINE REGISTRATION

You can access ParentVue and Online Registration by going to <https://www.cobbk12.org/page/291/student-enrollment> Student Enrollment page.

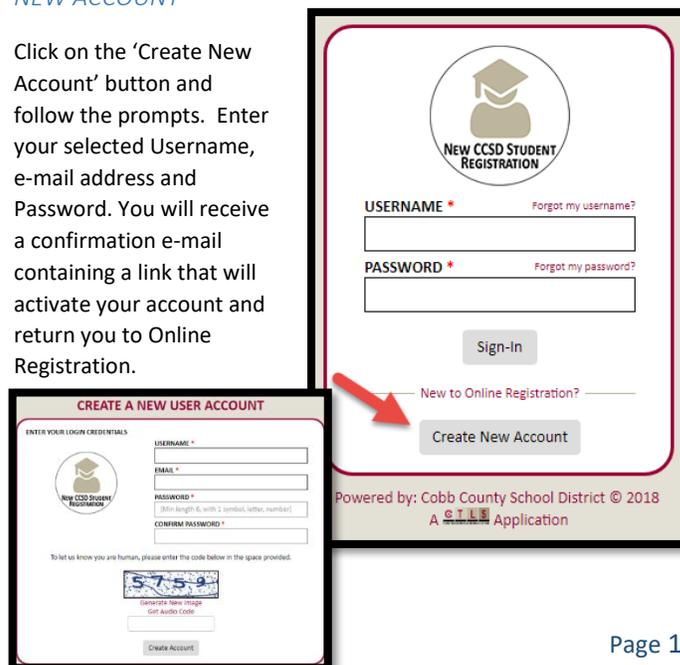
PARENTVUE ACCOUNT

If you have students currently enrolled in CCSD, please use your ParentVue account to register additional new students.

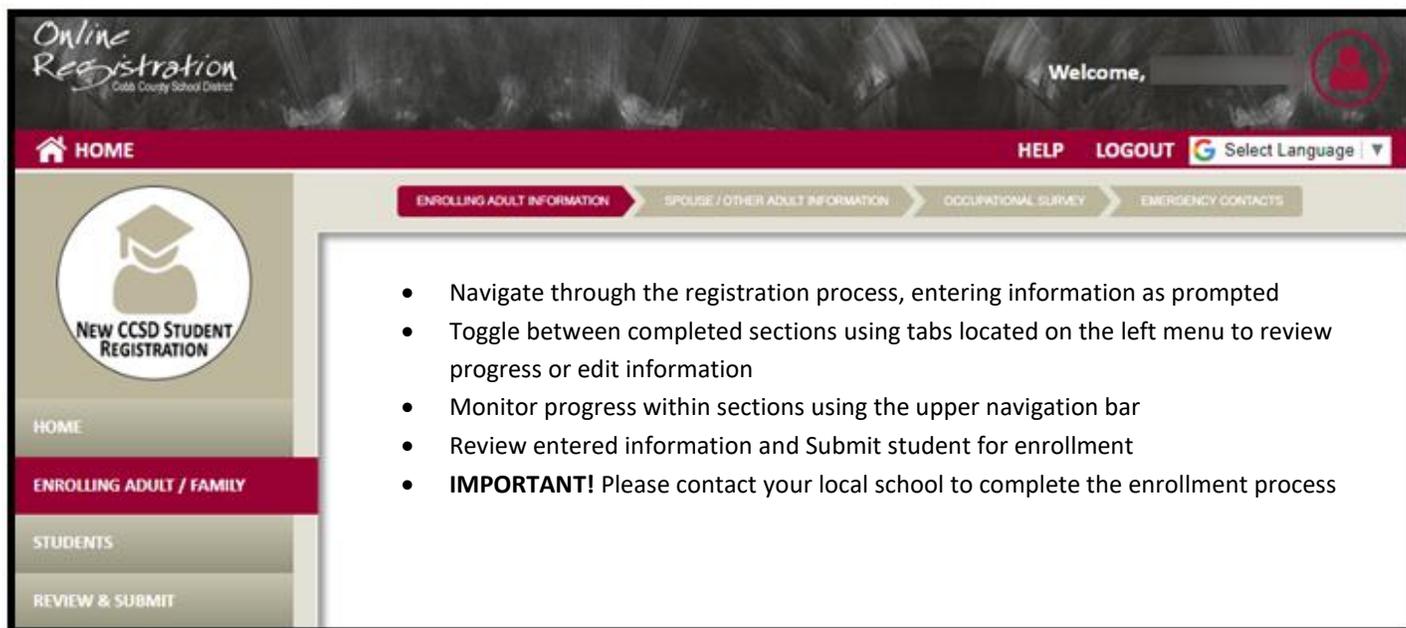


NEW TO COBB COUNTY OR RETURNING STUDENTS - CREATE NEW ACCOUNT

Click on the 'Create New Account' button and follow the prompts. Enter your selected Username, e-mail address and Password. You will receive a confirmation e-mail containing a link that will activate your account and return you to Online Registration.



Step 4: BEGIN ONLINE REGISTRATION



Online Registration
Cobb County School District

Welcome, [User Name]

HOME HELP LOGOUT Select Language

ENROLLING ADULT INFORMATION SPOUSE / OTHER ADULT INFORMATION OCCUPATIONAL SURVEY EMERGENCY CONTACTS

- Navigate through the registration process, entering information as prompted
- Toggle between completed sections using tabs located on the left menu to review progress or edit information
- Monitor progress within sections using the upper navigation bar
- Review entered information and Submit student for enrollment
- **IMPORTANT!** Please contact your local school to complete the enrollment process

Step 5: ENROLLMENT DOCUMENTS TO UPLOAD TO COMPLETE ONLINE REGISTRATION

All required documents must be uploaded before your student registration application can be submitted. Please print waiver form(s) if unable to provide enrollment document(s). After completing the waiver for your student, it will need to be uploaded in the Online Registration application.

- An official document showing proof of birth date or waiver form
- Child's social security number or waiver form
- Proof that you live in attendance zone (Please provide the following 2 proofs of residency: Home ownership documentation or lease/rental agreement **AND** current monthly utility statement OR Statement of Legal Residence)
- A valid Georgia Certificate of Immunization (GA Form #3231) or waiver form
- Evidence of Vision, Hearing, Dental, and Nutrition Screening (GA Form #3300) or waiver form
- Other individualized student information (ex. Report cards or official school transcripts, Withdrawal form from previous school, Discipline records, State Pre-K progress Report) can be emailed to the school enrollment clerk

McKenney-Vento Homeless Assistance Act

Any parent/guardian who may be living in a homeless situation should complete form JBC(1)-1 (Student Residency Statement) and contact the Homeless Education Program at 678-503-0173 for information/interview.

For more information about registration, contact your local school or visit:

<https://www.cobbk12.org/page/291/student-enrollment>