



What to Bring to Enroll a Student in Lakota Local Schools

New and re-enrolling Lakota families should report to the Lakota Enrollment Center.

5572 Princeton Road
Liberty Township, Ohio 45011
Phone 513-682-4120
Monday-Friday, 8:00AM-4:30PM

REQUIRED DOCUMENTATION AT THE TIME OF ENROLLMENT:

Only a biological parent listed on the original birth certificate can enroll, unless court documentation states otherwise.

1. **Completed registration packet** – found on the website or at the Enrollment Center
2. **Child's Original birth certificate**
3. **Verification of Residence**—Families must provide one of the following:
 - a. Current Rental/Lease Agreement with address, custodial parent's name as tenant, signatures of lessor and lessee, and landlord contact information
 - b. Current Mortgage Statement
 - c. Deed
 - d. Settlement Statement (**within 90 days of purchase**)
 - e. Current Real Estate Tax Statement
 - f. Purchase Contract (within 90 days of closing to provide current mortgage statement or settlement statement)
 - g. *If you are living with another family or resident of the district, please contact us to determine the required documents.*
4. **Photo I.D. of custodial parent**—driver's license or state I.D.
5. **Divorce/Custody Documentation (applicable for any parent who is divorced from the other biological parent or legally separated)**—must be stamped and dated by the court; notarized statements are NOT acceptable documents for custody
 - a. Final Divorce decree, which may include a Shared Parenting Plan naming a specific parent as residential parent for school placement
 - b. Grandparent Power of Attorney
 - c. Temporary Custody Order naming specific guardian
 - d. Military Power of Attorney
6. **Immunization/Medical Records**
7. **IEP/MFE (if applicable)**
8. **Name and address of previous school**