



Student Enrollment

Onslow County Schools require documentation for student enrollment. The parent or legal guardian*, as appointed by the court, is the only person that can legally enroll a student. When enrolling a student, the parent or legal guardian will need to provide the following documents:

- Certified Birth Certificate**
- Immunization Record**
- Social Security Card (if available)**
- Proof of Residence**
 - Current water bill, gas bill or electric bill

The proof of residence must be in the name of the parent or legal guardian or in the name of the friend or relative with whom you are residing.

- A notarized statement signed by the friend or relative with whom you and your children are residing. The friend or relative's address must be provided (if applicable)
- Photo Identification** of the parent or legal guardian
- School Withdrawal/Transfer Sheet (required for In-County School transfers)
- Custody Papers (if applicable)

This documentation must be presented to the school at the time of enrollment.

*The legal guardian/custodian is the person or agency that has been awarded legal custody of the student (s) by a court. A notarized statement or power of attorney will not be accepted to transfer custody. Legal guardians/custodians will need to provide court ordered custody papers at the time of enrollment.

Students are to be enrolled in their school assignment areas (Policy 4150). Parents or legal guardians may apply for a student to attend outside their school assignment area should extenuating circumstances exist. Requests for reassignment must be approved by the Superintendent or the Superintendent's designee. Applications for requesting out of district transfer or out of county transfer are available on our web site under Student Services.

Onslow County Schools
Student Services Department
200 Broadhurst Road, Jacksonville, NC 28540
Phone: 910-455-2211