



## MEDINA COUNTY CAREER CENTER

### REGISTRATION/ENROLLMENT CHECKLIST

Name: \_\_\_\_\_  
Last Name First Name Middle Name

Birthdate: \_\_\_\_\_

Entering from: \_\_\_\_\_  
School

\_\_\_\_\_  
Address City State Zip

- ☐ 1. Certified State Birth Certificate
- ☐ 2. Parent and/or Guardian Identification (Driver's License, etc.)
- ☐ 3. Proof of Residency
  - \*Acceptable proof of residence may include:
    - a. Lease agreement for rental property
    - b. Rent receipt (official document from property owner)
    - c. Utility bill (gas, electric, water or sewer—within 30 days) *We cannot accept telephone, cell phone, cable or satellite TV bills*
    - d. Purchase agreement for a home
    - e. Property tax receipt from Medina County Auditor's Office
    - f. Deed for a home
    - g. Homeowner's insurance policy bill
- ☐ 4. Certified Copy of Custody/Guardianship Papers (if applicable)
- ☐ 5. Transcripts and current report card
- ☐ 6. Shot Record/Medical Form (must be completed within 2 weeks of starting school)

*The above documents can be photocopied by the MCCC or scanned and electronically sent to:*  
*chawley@mcjvs.edu*