



Muscofee County School District

2960 Macon Road Columbus, GA 31906

For Immediate Release

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MEDIA RELEASE

New Online K-12 Registration Available with Document Upload Capability

(Columbus, GA)-The Muscofee County School District (MCSD) launches a new convenient *K-12 Online Registration* tool to help improve the registration process and save time. One of the exciting new features of the K-12 Online Registration tool allows parents to *upload* the required documents as they complete the online registration form.

The required K-12 registration documents parents need include:

- 1) The Child's birth certificate,
- 2) The child's social security card,
- 3) Two (2) proofs of address (a current utility bill that shows name *and* service address) **and**,
- 4) A *valid* (non-expired) lease, mortgage or property tax document.

Parents and legal guardians may access www.muscofee.k12.ga.us (For Parents, For Students and School Registration links) to complete a K-12 Online Registration form from any internet accessible device. The direct link to the K-12 Online Registration site is https://campus.muscofee.k12.ga.us/campus/onlinereglogin2_muscofee.jsp .

Important Notice

Parents and legal guardians can **only** use the following Internet browsers to access and complete the K-12 Registration process.

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|--------------------|------------|
| 1) Google Chrome | Yes |
| 2) Mozilla Firefox | Yes |
| 3) Safari | Yes |

Do not use the *Internet Explorer* browser to access or complete the online application.

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Any parent or legal guardian who lives with someone will need to report to the MCSD Central Registration Office at 2960 Macon Road to sign an affidavit. The person the parent or legal guardian resides with must also be present with all required proofs of address documents. In addition, both parties must present a valid government issued (non-expired) photo I-D.

For more information, access the Muscogee County School District general registration website: <https://www.muscogee.k12.ga.us/Schools/Pages/StudentRegistration.aspx>, contact your child's school of assignment or the Central Registration Office, (706) 748-2000. Media representatives should contact (706) 748-2034 communications@muscogee.k12.ga.us .

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