



# Time to Enroll!

Enrolling for kindergarten is easy with Pinellas County Schools! Follow the three simple steps below, gather your required documents and start the next chapter of your child's education. For more information or assistance, visit [pcsb.org/kg](http://pcsb.org/kg) or call the Early Childhood Education office at 727-588-6513.

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## Get a Pinellas County Schools User ID and Password

Go to any nearby public school to obtain a parent user ID and password (if you don't already have one for another child in your family). Be sure to bring a government-issued photo ID.

2

## Reserve a Seat

Log onto the Student Reservation System at [reservation.pcsb.org](http://reservation.pcsb.org) using your PCS user ID and password.

3

## Complete Enrollment at Your Child's School

Visit your child's assigned school and deliver the required documents.

## Important Enrollment Notes:

- Students must be 5 years old on or before September 1 of the school year for which they are enrolling.
- Many elementary schools are closed during the summer. Please enroll your child for kindergarten before schools close in May.
- Students can choose a non-zoned school (if there is room) by applying for a Special Assignment Request (SAR).

## Required Documents

Bring the following documents when enrolling your child at school:

- ☐ Certified birth certificate or other proof of date of birth
- ☐ Physical examination signed by a licensed examiner (within 12 months prior to enrollment in kindergarten)
- ☐ Florida Certificate of Immunization (including specific dates - month, date and year given)
  - All new students entering school in Florida for the first time must have a completed Florida Certificate of Immunization (DOH 680) with appropriate immunizations for kindergarten
- ☐ Proof of residency (2 forms of documentation required)
  - Utility bill for power, water, cable, sewer or land-based telephone (not cellular)
  - Rental agreement or lease
  - Closing document
  - Pinellas County tax statement with homestead exemption
  - Affidavit of residency completed and notarized with two of the items listed above in the name of the person with whom you reside and who is listed on the affidavit
- ☐ Social Security card (required to request, but not mandatory)

