



WELCOME to Findlay City Schools!

If you are new to Findlay City Schools and need to register or re-register your child(ren) in grades K–8, you need go to the Welcome Center to complete enrollment paperwork. For students in grades 9–12, please go to Findlay High School at 1200 Broad Avenue. If your children already attend FCS and are simply switching schools, you will do that by taking updated proof of residency to your current school building secretary.

The **Welcome Center** is located at **1100 Broad Avenue** next to the high school. Parking is available immediately in front of the building by entering at the stoplight across from College Street and following the driveway loop, or to the left of the building by using the back entrance (west on Howard Street and turn on Waite Street). Enter the front left doors and The Welcome Center is immediately to the right. Our hours are **7:30 – 4:00 p.m.**



Please allow at least 15 minutes per child to complete the paperwork.

In order to register your child, you will need to provide the following items:

➤ Proof of Residency in one of these forms:

- Lease or Rental Agreement
- Tax Bill
- Mortgage Statement
- Copy of building or purchase contract if you have not yet established residency
- OR notarized affidavit if residing with someone else and none of the above documents are in the parent's name (forms available at FCS Welcome Center)
- Bank Statement
- Utility Bill

➤ Child's Birth Certificate – Ohio law requires we see an original or attested copy

➤ Child's Immunization Record

➤ Child's Social Security Card

➤ Driver's License (parent identification)

➤ Child custody papers and/or divorce decree, or guardianship documents if child is court-placed – per Ohio law, a complete copy of all documents must be provided

We look forward to meeting you and your child!

1100 Broad Avenue, Findlay, Ohio • www.fcs.org
Phone 419-425-8275 • Fax 419-427-5467