



WCHS Summer Registration

Starting July 23rd 9:00am to 2:00pm



How to enroll a student at West Creek High School:

1. Complete the pre-registration forms online at enroll.cmcss.net.
 - If you do not have access to complete the pre-registration forms online you may make an appointment, or wait to use a laptop at our registration stations located in the counseling center.
2. Provide *required documents (listed below) to the school via email at lisa.barrentine@cmcss.net or to the front office between the hours of 9:00am to 2:00pm.
3. A representative from the Counseling Center will contact the parent to set up an appointment with counselor to choose classes for the 2020-2021 school year.

*Required documents:

- A birth certificate or other proof of date of birth (State law requires that a copy of a student's state-issued birth certificate be in the cumulative folder. Schools can accept other proof of date of birth for registration, but the parent/guardian needs to provide a copy of the child's state-issued birth certificate.)
- Student's Tennessee Immunization Record
- A medical exam is recommended for all students in grades K-12 at time of registration. (Not required for high school)
- Proof of Custody (if applicable)
- Two (2) Proofs of Residence:
 - Mortgage Verification (with name and address)
 - Tax Receipt (property taxes or personal property taxes)
 - Current Rental Agreement (naming tenants)
 - State/Federal Records (Federal Tax, Soc. Sec, Child Assistance Records)
 - Utility Bills (electric, gas, water/sewer, landline phone, waste disposal)
 - Current Car Insurance or Vehicle Registration (with name and address)
 - Internet, Cable, Satellite (with name and address)
 - Employment Records (with name and address)
 - Government Issued Photo ID (with name and address)