

Academic Magnet High School

Registration Checklist - 2023-2024 School Year

Online Registration

Please complete the online registration on the CCSD website. From the main page scroll down under “important links” and click on 2023-2024 registration.

If your student is **returning to CCSD** and accepted a seat through School Mint or a **returning student to AMHS** you would complete the returning student form. You will need *your parent portal* username and password. Returning students to AMHS can get parent portal help from Sarah Fisher at sarah_fisher@charleston.k12.sc.us. Current CCSD students not yet in the Academic Magnet database need to ask their home school for username and password resets.

****Registration for new to Magnet students will be for their *zoned school*. Academic Magnet transfers students after registration is complete.****

Students who are **new to CCSD** and have accepted a seat through School Mint should complete the new student form for their *zoned school*. Your student will be moved to Academic Magnet after the registration is complete.

Residency Verification

Complete the **Affidavit and notarize**, plus one **(1) document from category B**, and one **(1) document from category C** Documents must be current (mail dated after March 2023, property tax dated Jan. 2022)

A. Notarized Affidavit

B. Residence (1 of the 3 documents acceptable)

Names must match affidavit

1. Mortgage Statement dated after 3.1.23
2. Rental Agreement (current dates)
3. 2022 Property Tax Bill (not auto)

C. Official Mail, Statement dated after March 1st (1 of the 7 documents acceptable)

Names must match affidavit

1. Electric or gas bill
2. Water bill
3. Phone bill (not cell)
4. Cable bill
5. Motor vehicle registration
6. Pay stub (show employer & address)
7. Local, State or Federal agency mail such as
Social Security, Medicaid, DSS, IRS, SNAP, Court Papers

Documents may be uploaded to the online registration, brought to Sarah Fisher in person (attendance office), emailed to sarah_fisher@charleston.k12.sc.us or brought to the New Student Welcome Session. Notaries are available at the school.