

# Tri-C Elementary School

1405 W. Grand Avenue • Carterville, Illinois 62918

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Sarah Barnstable, Principal  
Karri Forby, Assistant Principal  
Lisa Stanton, Guidance Counselor

Mrs. Cassine Puckett, Secretary  
Mrs. Tinna Stanley, Secretary  
Mrs. Billie Jo Waugh, Secretary

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## **Enrolling a student**

What to bring to school:

- Certified Birth Certificate (Certificate of Live Birth) – Hospital certificates not accepted
- Social Security Card
- Proof of Residency (required for all students)
  - Provide 1 of the following documents:
    - Most recent property tax bill (homeowners)
    - Mortgage papers (homeowners)
    - Signed/dated lease and proof of payment (renters)
    - Letter from manager with proof of payment (renters)
    - Housing letter (military personnel)
    - Letter of residence from landlord in lieu of lease
  - OR Provide 3 of the following documents with current address:
    - Driver's license
    - Vehicle registration
    - Voter registration
    - Most recent utility bill (gas, electric, water, etc.)
    - Most recent credit card bill
    - Current public aid card
    - Current homeowners/renters insurance policy with receipt of premium payment
    - Current library card
    - Receipt for moving van rental
    - Mail received at new residence
- Any health records
  - Physical
  - Dental
  - Eye exam
  - Immunizations

**\*There is a \$35.00 book rental/registration fee per student**