



There are FIVE (5) main documents required of ALL students prior to being enrolled at The Maritime Academy of Toledo. To help ensure that the enrollment process for your child goes as smoothly as possible, please refer to the following items:

1. PROOF OF RESIDENCY

Due to the Ohio House Bill HB 21, The Maritime Academy of Toledo is required to obtain 2 proofs of residency annually. We will collect these with the enrollment packets upon enrollment or re-enrollment and if your family has moved during the school year.

The Maritime Academy of Toledo will also conduct monthly reviews of the residency records of its' students. This adds additional responsibility to parents to keep their records up to date. Thank you for your diligence in this matter.

2. CERTIFICATE OF IMMUNIZATION

3. PROOF OF BIRTH DATE

Acceptable forms of proof are:

- Birth Certificate
- Military ID
- Driver's License
- Passport
- Adoption Record
- A religious record authorized by a religious official
- An official school transcript
- Affidavit of age

5. SOCIAL SECURITY NUMBER

An official copy of the student's Social Security card/number is required for enrollment.

Exceptions to the Above-Mentioned Requirements

Homeless Children (McKinney-Vento Homeless Assistance Act)

- Any parent/guardian who may be living in a homeless situation may contact the school and request to speak with our Family Liaison.

Other Documents Needed for Enrollment:

- A valid transcript or report card from the student's previous school is essential for appropriate academic placement.
- For those students enrolling at The Maritime Academy who receive Special Education services the parent/guardian may provide a copy of the student's latest IEP if feasible.
- Custodial Documents: The Maritime Academy of Toledo will request proof of custody in situations involving multiple adults claiming control of the same student.

Additional Information

The School will also request:

- The names and phone numbers of persons who may pick up your child if you cannot be reached, and the name and phone number of your child's doctor.
- Parents/guardians should bring progress reports, most recent report card, test information, and any information on special services your child may have received.