



Copley

Thank you for your interest in our preschool program! The online system we use for registration/enrollment is secure and allows the district to verify all student demographic, emergency, and medical information for your child before the beginning of the school year. You will also be able to electronically sign for permissions and policies assigned by the school district.

Please take action to complete your child's registration as soon as possible. Until all forms have been submitted, your child's registration will be considered "incomplete."

Registration Checklist

- Child's Birth Certificate
- Parent/Guardian Driver's License **or** State Issued ID Card
- Proof of Residency - **TWO** forms must be provided
 - One proof of residency **must** be: a signed lease (with tenant and landlord signatures) - **or** - a mortgage statement
 - The second **must** be a current utility bill (electric, gas, or water)

1

Create a FinalForms Account

- Visit <https://summitesc-oh.finalforms.com> to get started.
- Locate the parent icon and click "new account".
- You will receive an email prompting you to confirm and complete your registration.
- Click "confirm your account" within the email.
- Complete registration process.

2

Complete & Submit Forms

- Complete all necessary forms online.
- Submit when done.

3

Submit Required Documents

- You **must** upload all required documents to FinalForms or bring them to 420 Washington Ave, Cuyahoga Falls, OH 44221.

Questions? Call 330-945-5600 ext. 511259