

STEP-BY-STEP GUIDE · CHERRY HILL

Cherry Hill School Enrollment Guide 2026 (Cherry Hill Public Schools)

Genesis portal pre-registration and the appointment, documents, the lease or mortgage proof-of-residency rule, free preschool and immigrant family rights.

SHORT ANSWER

Enrollment in Cherry Hill Public Schools starts with online pre-registration in the Genesis portal and is finished online by uploading documents or in person by appointment at the Registration Office: Arthur Lewis Administration Building, 45 Ranoldo Terrace, (856) 429-5600, ext. 4429 for appointments. The district asks for a parent photo ID, two proofs of residency (one must be a lease or mortgage statement), a birth certificate, immunization records, a physical and the last report card. Its list does not include an SSN, and a school cannot deny enrollment over immigration status. For kindergarten, a child must turn 5 on or before October 1.

Step by step

- 1** Start with online pre-registration in the Genesis portal: create a login with an email and password, complete one registration packet per child, and upload the Request for Student Records form and the last report card. Starting page: [district registration page](#).
- 2** A Registration Office representative then calls or emails you to finalize. To finish in person, book an appointment: (856) 429-5600, ext. 4429. Address: Arthur Lewis Administration Building, 45 Ranoldo Terrace, Cherry Hill, NJ 08034. Kindergarten appointments run 9 a.m. to 2 p.m.
- 3** You can also complete the process by uploading documents electronically. Only a child's legal guardian may register the child.

Document checklist

DOCUMENT	NOTES
☐ Parent photo ID	Must be issued by a government or public body. The page does not say which IDs count (it does not mention a foreign passport or consular ID either way); ask the Registration Office before you go.
☐ Two proofs of residency	Must show the parent's name and Cherry Hill address, dated within the past 2 months. One must be a mortgage statement or a copy of a lease.
☐ Child's birth certificate	Prepare an English translation of any document in another language.

DOCUMENT	NOTES
☐ Immunization records	Most recent records.
☐ Physical exam	Signed, done within 365 days before registration, and due at the school nurse within 30 days of registration. Students in grades 5-12 who may play sports also need the state Sports Physical form.
☐ Last report card or transfer card	From the previous school.
☐ District registration packet	Offered in English, Spanish, Arabic, Chinese, Japanese and Vietnamese; there is no Turkish version.

An IEP/504 plan, custody papers and proof of a TB test are also requested where they apply. There is no Social Security number on the district required-documents list.

Proof of residency: the lease or mortgage rule

- If you rent, you submit your signed lease plus one more proof: voter registration, license, permit, financial account information, a utility bill, a delivery receipt, or other evidence of personal attachment.
- If you live with a Cherry Hill homeowner and have no lease, use the district's Landlord Affidavit: the owner and you each submit two proofs and sign before a notary.

Age rules, free preschool and ESL

- Kindergarten: the child must turn 5 on or before October 1. The document deadline for 2026-27 (March 27, 2026) has passed; watch the district site for the next cycle.
- Free full-day preschool is available for eligible 3- and 4-year-olds (weekdays 9:30 a.m. to 3:30 p.m., in district classrooms and partner sites). Preschool Office: (856) 429-5600, ext. 4311. Confirm eligibility and selection rules with that office.
- English-language and immigrant-family contact: Violeta Katsikis (District Supervisor of Preschool and ESL), (856) 429-5600, ext. 4345. District ESL page: chclc.org/departments/esl.

YOUR RIGHTS AS AN IMMIGRANT FAMILY

- The district's own page says the same: every child has the right to a public education regardless of immigration status.
- New Jersey regulation (N.J.A.C. 6A:22-3.4) bars school districts from requiring or requesting an SSN or immigration or citizenship information as a condition of enrollment.
- A missing document category cannot be used to deny enrollment, as long as another form of proof is offered.

High school and other schools

Cherry Hill is a single school district. Ask the Registration Office which school your child will attend. Main line: (856) 429-5600.



TURKISH-SPEAKING IMMIGRATION ATTORNEY IN CHERRY HILL, NJ

Have a question about your immigration status?

Attorney Asim Clinch serves clients in Cherry Hill and the surrounding area, in Turkish and English.

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