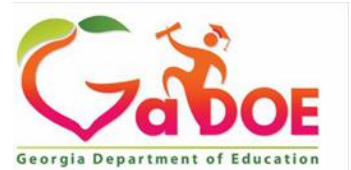# Georgia Instructional Materials Center
Student Information Checklist

The following information is necessary to update to ensure the accuracy of the student's record in the GIMC online registration and ordering system. It is required to be filled in for each student. Use the following checklist to gather the information for each student that is being updated in the annual census.

- ❑ Student Name
- ❑ GTID number
- ❑ Primary eligibility
- ❑ Grade
- ❑ Eye report date
- ❑ Title of person on report
- ❑ Type of written plan
- ❑ Plan date
- ❑ Primary reading medium
- ❑ Secondary reading medium
- ❑ Other reading medium
- ❑ Braille reading level
- ❑ Additional information