

**PENNS GROVE-CARNEYS POINT REGIONAL SCHOOL DISTRICT
CHANGE OF STUDENT INFORMATION FORM**

Check Appropriate Change(s):

____ Address ____ Phone Number ____ Student Name ____ Parent/Guardian

PLEASE PRINT ALL INFORMATION REQUESTED BELOW

Student Name: _____ Grade: _____

Student Name Change, if applicable: _____

Date of Birth: _____

6-Digit School ID No.: _____ 10-Digit State ID No.: _____

Parent/Guardian: _____

Parent/Guardian Name Change, if applicable: _____

Old Street Address: _____

Old City and State: _____

Old Phone No.: _____

*New Street Address: _____

New City and State: _____

New Phone No.: _____

*If you are not leasing and apartment or purchasing a home at this new address, please identify the person with whom you and/or your child are staying with temporarily out of necessity:

Effective Date: _____

DEPENDING UPON STUDENT'S ELIGIBILITY, REQUEST FOR BUS TRANSPORTATION MAY TAKE UP TO FIVE (5) SCHOOL DAYS TO PROCESS.

Proof of residence is required upon the return of this form:

- a) Current utility bill (Gas or Electric) must be within 30 days from change of address date
- b) Tax or Water bill
- c) Lease/Mortgage Agreement

Parent/Guardian Signature: _____

Received on: _____ Mailed to District Office: _____

PENNS GROVE-CARNEYS POINT REGIONAL SCHOOL DISTRICT

ENROLLMENT RESIDENCY QUESTIONNAIRE

In accordance with New Jersey state law (*N.J.S.A. 18A:38-1* and *N.J.A.C. 6A:22-3.4*) and in conjunction with the *McKinney-Vento Homeless Education Assistance Act*, proof of residency documentation is required to determine your child’s eligibility for enrollment. In order to determine the appropriate residency documentation needed, please check () below where your child is currently residing (CHECK ONLY ONE).

Student’s Name (please print): _____ School: _____

___ 1. hotel/motel – Name: _____ (provide copy of bill receipt)

___ 2. rented apartment or house (MUST provide copy of lease or letter from landlord)

___ 3. home owned by child’s parent (MUST provide copy of deed, mortgage or bill of sale)

___ 4. foster home/resource family home (MUST provide copy of DCP&P placement letter)

___ 5. shelter or domestic violence shelter

___ 6. transitional housing facility

___ 7. runaway youth shelter

___ 8. home for adolescent school-age mothers

___ 9. migrant family dwelling

___ 10. residing in the home of a (please circle one) grandparent, aunt, uncle, brother, sister, cousin, or friend out of either economic necessity or family hardship. *Proof of residency (e.g., utility bill, lease, tax bill, etc.) is required for the person whose name is printed below.*

If “10” is checked, the following information is REQUIRED: Printed name of the person with whom you or your child is residing: _____

Printed address: _____

Month/day/year when you or your child moved into this home: _____

Do you or your child plan on residing at the above address on a temporary or permanent basis (A person’s domicile is a permanent home from which he or she does not intend to move.)? Please circle either temporary or permanent.

REQUIRED PARENT/GUARDIAN INFORMATION: (1) Are you residing at the above address with your child? Please check ___ Yes or ___ No. If “No,” print below the address where you are currently living (street/apartment number/town/state/zip code):

(2) Please print below the last address where you owned, rented, were included on a lease, or resided for a minimum of one year (street/apartment no./town/state/zip code):

Required parent/guardian signature _____ Date _____ ADG/home3b

PENNS GROVE-CARNEYS POINT REGIONAL SCHOOL DISTRICT

REASONS FOR LEAVING LAST PERMANENT RESIDENCE

If you checked number 10 on the Enrollment Residency Questionnaire and indicated you and/or your child/children are residing in the home of a family member or friend out of economic necessity or family hardship, then please review the reasons listed below and CHECK (✓) ALL that apply. Failure to provide a reason and requested documents may result in a decision that your child/children is/are not eligible to attend school in our district, pursuant to Board policy and state law.

Child/Children's Name(s): _____

Residing at: _____

- 1. evicted by landlord or by court order from apartment, home or hotel/motel room
- 2. received eviction notice from landlord or court
- 3. left residence due to inability to pay rent, mortgage, etc. before being evicted
- 4. currently unemployed
- 5. currently unable to economically afford to rent an apartment or house
- 6. currently lack the resources or support networks needed to obtain permanent housing
- 7. left residence due to domestic violence
- 8. left residence because of chronic physical or mental health conditions, substance abuse, or other disability
- 9. required to leave residence shared with another person(s)
- 10. home was foreclosed
- 11. have experienced persistent instability as measured by frequent moves
- 12. have experienced a long-term period without living independently in permanent housing
- 13. other reason(s): _____

Once completed, please sign, date, and return this form to the secretary who registered your child/children in school. Thank you.

Signature of parent/guardian: _____ Date _____

ADG/residencyreason