

# Change of Address Form

**This form is for moves/address changes within the District only.**

**Any time there is an address change the State requires the District to collect two forms of proof of residency. Please submit these forms at the time the request is made. The acceptable proofs are listed below.**

STUDENT'S LAST NAME	FIRST NAME	MIDDLE NAME	SEX <input type="checkbox"/> M <input type="checkbox"/> F
DATE OF BIRTH	CITY/STATE OF BIRTH		CURRENT GRADE LEVEL
MAILING ADDRESS	APT. NO	HOME PHONE	
STREET ADDRESS (IF DIFFERENT FROM ABOVE)	CITY	STATE/ZIP CODE	
DIRECTIONS TO YOUR HOME FROM THE SCHOOL		TOWNSHIP OR BOROUGH	
STUDENT LIVES WITH: <input type="checkbox"/> BOTH PARENTS <input type="checkbox"/> MOTHER ONLY <input type="checkbox"/> FATHER ONLY -----OTHER (Relationship) _____			
PARENT/GUARDIAN (FATHER)		RELATIONSHIP	
ADDRESS IF DIFFERENT THAN STUDENT'S	PHONE NUMBER IF DIFFERENT THAN STUDENT'S HOME: CELL: EMAIL:		
PARENT/GUARDIAN (MOTHER)		RELATIONSHIP	
ADDRESS IF DIFFERENT THAN STUDENT'S	PHONE NUMBER IF DIFFERENT THAN STUDENT'S HOME: CELL: EMAIL:		

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

## For Office Use Only

**Proof of Residency:  
Two Forms needed  
(Circle forms submitted)**

Lease/Rental agreement  
 Property tax stmt/home ownership title  
 Current pay stub/welfare statement  
 Current Income tax return/W2's  
 Military leave & earnings statement

Current Utility Bill  
 Driver's License  
 Current Bank Statement

Student ID \_\_\_\_\_ Building \_\_\_\_\_ Bus # \_\_\_\_\_ Stop # \_\_\_\_\_