



PLATTSBURGH CITY SCHOOL DISTRICT

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Registration Grade Level: _____
Needs to have: 1. Birth Certificate 2. Immunization Records

Registration Form

(to be completed by the parent/guardian)

STUDENT INFORMATION

Student's Name _____
LAST FIRST MIDDLE Date of Birth

Address _____

Is student homeless? Y / N Male Female

Ethnicity (circle) White not of Hispanic Origin Black or African American Hispanic or Latino Asian
American Indian or Alaskan Native Native Hawaiian or Other Pacific Islander Hispanic Y / N
Other: _____

Name used at home _____ Place of Birth _____

Language(s) spoken at home _____ Is your child currently receiving Special Ed Services (IEP)? Y / N

Preschool/Daycare Provider _____ Is your child currently receiving 504 Accommodations? Y / N

Previous free & reduced lunch program recipient? Y / N Is your child currently receiving AIS Services? Y / N

Last District attended _____ Has your child been retained? Y / N

HAS STUDENT EVER ATTENDED THE PLATTSBURGH CITY SCHOOL DISTRICT ? YES _____ NO _____
Last Building enrolled in at PCSD: _____

FAMILY INFORMATION

Father/Guardian Name & Address: _____ **Mother/Guardian Name & Address:** _____

Telephone (H) _____ (C) _____ Telephone (H) _____ (C) _____

E-mail _____ E-mail _____

Employer _____ Tel # _____ Employer _____ Tel # _____

Emergency Contact _____
OR Relation Telephone

Emergency Contact _____
Relation Telephone

Number of children enrolled in school _____

Name and DOB of PRE-SCHOOL siblings: _____

ARE THERE CUSTODIAL PAPERS? YES / NO With Whom does the student reside? _____

How will your child get to and from school? Walk _____ Ride _____ Other _____ Restrictions? _____

School sponsored activities and field trips

Student has permission to take part in all school-sponsored trips, activities & photo opportunities during the school year. YES _____ NO _____

BIRTH CERTIFICATE Please bring student's birth certificate to the building for registration. STUDENT CANNOT BE REGISTERED WITHOUT A BIRTH CERTIFICATE

ATTESTATION: The information provided herein is true and accurate.

Print name Signature Date
(Person registering child)

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Residency Verification (to be completed by the Board of Education designee)

Residency is the domicile of the parent/legal guardian. It requires both physical presence in the District and the intent to remain there.

Registrants must provide at least two pieces of evidence to verify residency. Examples of acceptable documents are outlined below. The Board designee will identify and append copies of the documents provided.

- **A deed or other proof of real property ownership**
- **A lease or rental agreement**
- **A utility bill in the parent/guardian's name which shows an address within the District**
- **The address on the parent/guardian's driver's license**
- **A record of the parent/guardian's voter registration**
- **A recent income tax return showing the parent/guardian's name and address within the District**
- **A current paycheck stub showing the parent/guardian's name and address within the District**
- **Documentation illustrating the parent/guardian is receiving public assistance benefits at an address within the District**
- **U.S. Department of Homeland Security documentation establishing District residence and U.S. resident status**

Shared Domicile

In the case of a person claiming residence by virtue of a shared domicile within the District, a notarized statement from a person with whom the family is sharing a home is not sufficient documentation. Further evidence of residency, as outlined above, is required.

Custodial Issues

The child's residence is assumed to be the District in which the custodial parent resides. A copy of the court order should be requested and kept on file in the school office. In the event a student's time is divided between the residences of both parents, the parents may choose either residence for the school of attendance. One school district is not required to transport the child to the other school district.

Certification of the Board Designee:

Enrollment is approved for _____, effective_____.

Student will be initially placed at _____ School.

Student will be initially placed in grade_____, in _____ class.

Signature of Designee_____ Date_____