



Dr. Roberto Padilla

Superintendent of Schools

Mr. Ed Forgit
Ms. Mary Ellen Leimer
Ms. Marianne Heslin
Ms. Sara Feliz

Deputy Superintendent
Asst. Superintendent, Human Resources
Asst. Superintendent, Finance
Asst. Superintendent, Curriculum & Instruction

CHANGE OF INFORMATION FORM

Dear Parent or Guardian:

In order to keep school district files up to date, it is important that you complete this form if you have moved or if you intend to move in the near future. This form should be returned to the Main Office of your child's school with proof of the change. No information change will be made without completion of this form and valid proof.

Student ID# School

Student Name (Last, First, Middle)

Change of Address

Current Address

New Address

Mailing Address (if different from above)

List all members living at the new home address:

Blank lines for listing family members.

One of the following: Utility bill, rent receipt lease agreement, mortgage statement, paystub, or correspondence from a government agency (DSS, Social Security, Medicaid, Child Support, Disability).

Type of Proof of Submitted

Is the change of address due to temporary loss of housing? Circle: Yes No

Change of Phone Number(s)

Please list all phone numbers that apply and include area code with all telephone numbers:

Home phone: Student cell:

Mother/Guardian cell: Work Phone:

Father/Guardian cell: Work Phone:

Other phone number: Name:

Signature of Parent/Guardian Date

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