



Change of Address Form

Parent/Guardian's Name: _____ Date: _____

Student Name: _____
First MI Last

Date of Birth: _____ Grade: _____

Current School Building: _____

New Address:

Address: _____ Apt/Floor: _____

City: _____ NY Zip: _____

Phone Number: _____ Address Change Effective Date: _____

Name of Guardian Requesting Address Change: _____

Is there a change in parent or guardian custody? ☐ Yes ☐ No

Previous Address:

Address: _____ Apt/Floor: _____

City: _____ NY Zip: _____

When you move within the Schalmont Central School District, you are required to provide the school district with two documents for Proof of Residency for the New Address. One should be either your Mortgage Statement or signed Lease by yourself and your landlord. **Please check one:**

_____ Mortgage Statement _____ Lease

Please check mark your second proof you are submitting:

_____ National Grid Bill (within 30 days)	_____ Photo ID
_____ Cable TV/Internet Bill	_____ Custody Papers/CPS
_____ McKinney Vento Paperwork	
_____ Notarized Affidavit/Landlord Letter	_____ Order of Protection

Does the student have a parent/guardian on active duty in the Armed Forces? ☐ Yes ☐ No

Parent/Guardian Certification: I certify that the above information is true and correct. Any misinformation regarding residency may result in being charged tuition to cover the cost of instruction and/or exclusion from attending Schalmont Central School District.

Parent or Guardian Signature: _____ Date: _____

Please call 518-355-9200 Ext 4005 or 4014 to make an appointment to bring this form and your proofs to the Registration Department at Schalmont Central District Office, 4 Sabre Drive, Schenectady, NY 12306.