

FAIR LAWN COMMUNITY SCHOOL (Fair Lawn Board of Education)

c/o FAIR LAWN HIGH SCHOOL (Corner of Burbank & Norma)

14-00 BERDAN AVENUE FAIR LAWN, NEW JERSEY 07410 (201) 794-5450 ext. 2369 FAX (201)703-2143

Address Change/
Re-Entry /Preschool

ADDRESS CHANGES WITHIN THE DISTRICT or RE-ENTRY or SPECIAL ED PRESCHOOL REGISTRATION PROCEDURE

All students attending Fair Lawn Public Schools, or any school program(s) external to the district wherein the Board of Education is responsible for tuition payment, must be registered with your CURRENT residence.

The first step is to visit the Community School to complete the required forms and provide the necessary documentation (see below).

Registrations are by appointment only - Mondays, Wednesdays, and Thursdays (9:00am – 12pm & 2:00pm – 3:30pm).

Please call the office for an appointment • (201) 794-5450 Ext. 2369, 2365, or 2368

The parent or legal guardian is the only person who may register their child.

Please follow these steps to complete the registration process.

Address changes, Re-Entry, & preschool registrations cannot be done online ([please print form 217](#)).

Bring the following required documents to the Community School:

1. [Form 217: Address Change / Preschool Registration](#) (available online or in-person)
2. Birth Certificate (original or certified copy w/ a raised seal) *not required for an address change
**Foreign, non-English birth certificates require a certified translation
3. Divorce/Custody Agreement (if applicable) &/or [Form 218-A & Form 218-B \(click for link\)](#)
4. Proof of Residency
 - a) One of the following:
 1. Homeowner: Property Tax, Deed or Mortgage Statement
 2. Renter: Current Lease and [Form 214: Landlord Affidavit \(click for link\)](#)

AND

b) Choose **four** of any **current** documents providing proof of residency.

Examples: PSE&G bill, cable bill, phone bill, water bill, Driver's License, Vehicle Registration, bank statement, credit card bill, insurance form, cancelled check, voter registration card *Photo ID and two different utility bills preferred but not required*

Please note: Incomplete forms may delay registration & when complete documentation is not available you will have 30 days to provide the remaining or updated documents. We do not require, and will not request, documents that reveal immigration status, or other documents protected from disclosure by law.

Military Connected Student Indicator

The State of New Jersey Department of Education will now be collecting information for each student's "Military Connection". This information will indicate if your child's parent or guardian is on Active Duty, in the National Guard, or in the Reserve components of the United States military services. **Please choose one of the following options, and circle the corresponding number on the Entry Form next to the section MCSI.**

1 = Not Military Connected - Student is not military-connected

2 = Active Duty - Student is a dependent of a member of the Active Duty Forces (full-time) Army, Navy, Air Force, Marine Corps, or Coast Guard.

3 = National Guard or Reserve - Student is a dependent of a member of the National Guard or Reserve Forces (Army, Navy, Air Force, Marine Corps, or Coast Guard).

4 = Unknown - It is unknown whether or not the student is military-connected.

Please visit our website for programs offered by the Community School @

www.fairlawnschools.org/flcs

Fair Lawn Public Schools

Student Accounting Data Elements Entry Form

Address Change **Re-Entry** **Preschool (Spec. Ed.)**

Re-Entry/ Preschool registrations: Please completely fill out the form below.

Address changes: Please fill out only the changes to student's registration.

Date _____, 20____ Grade in School _____ School _____

Student's Last Name _____ First Name _____ Middle Initial _____

Home Address _____ Fair Lawn, NJ 07410

Home Telephone Number () _____ Gender: (Circle One) Male Female

Date of Birth ____/____/____ Place of Birth _____ and
 Month Day Year City, State Country of Birth

United States Entry Date _____ (If applicable) First Entry in U.S. School Date _____

Language Most Spoken at Home _____ Primary Language Spoken _____

Military Connected Student Indicator (see attachment for info and circle which applies): 1 · 2 · 3 · 4

Ethnicity: Hispanic YES or NO

Federal and State Standards dictate that Hispanic is not a race. In order to comply with this statement, please circle the correct race of your child: (Circle Correct Code or Codes)

White • Black • American Indian/Alaskan • Asian • Hawaiian native/other Pacific Islander

Last School Attended _____ Public Private Phone Number () _____

Address _____
 Street City State and/or Country Zip Code

PARENT/GUARDIAN INFORMATION

Guardian/ Father's Full Name _____ E-Mail Address _____

Address _____

(If different from above) Street City State and/or Country Zip Code

Home Telephone Number () _____ Work Telephone Number () _____

Cell Number () _____

Guardian/ Mother's Full Name _____ E-Mail Address _____

Address _____

(If different from above) Street City, State and/or Country Zip Code

Home Telephone Number () _____ Work Telephone Number () _____

Cell Number () _____

Child Lives With (circle one): Mother & Father Mother Father Other _____

Legal guardian, if other than parent above: _____

Address _____
 Street City State and/or Country Zip Code

Home Telephone Number () _____ Work Telephone Number () _____

Cell Number () _____ E-Mail Address _____

Relationship (if any to student) _____