



# Change of Address Form

## ITHACA CITY SCHOOL DISTRICT

400 Lake Street • P.O. Box 549 • Ithaca, New York • 14851-0549

**Any change to a student's home address requires that new proof of residency be provided to the district registrar. Acceptable documentation includes, but is not limited to: closing document, deed, mortgage statement, signed residential lease, rental agreement, current utility bill, recent property tax or school tax bill, DSS or SSI paperwork with your name and new address.**

Name of person completing this form: \_\_\_\_\_

Relationship to student(s): \_\_\_\_\_ Start Date for New Address: \_\_\_\_\_

New Address			
Residence Address (Street, City, State, Zip Code)			
Mailing Address (if different from Residence Address)			
Other Changes to Contact Information (if applicable)			
Phone 1 ( <input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Work )	Phone 2 ( <input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Work )	Phone 3 ( <input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Work )	Email Address

Please list all students who reside at the new address				
Last Name	First Name	Grade	School	Office Use Only (Student ID#)

The answer you give below will help the district determine what services you or your child(ren) may be able to receive under the McKinney-Vento Act. Your answer will be kept confidential and will only be shared with those staff responsible for providing services to the student and keeping track of how many students are identified as living in temporary housing. Students who are protected under the McKinney-Vento Act may also be entitled to free transportation and other services.

Where is the student currently living? (Please check **one** box.)

- In a shelter
- With another family or other person because of loss of housing or as a result of economic hardship (sometimes referred to as "doubled-up")
- In a hotel/motel
- In a car, park, bus, train, or campsite
- Other temporary living situation (please describe): \_\_\_\_\_
- In permanent housing

\_\_\_\_\_  
Signature of person completing this form

\_\_\_\_\_  
Date

Office Use Only:			
Proof of Residence Submitted (type)	New Address Within Current School's Residency	Check if STUDENT residence does NOT change:	<input type="checkbox"/>
	___ Yes     ___ No		