

**ELMONT UNION FREE SCHOOL DISTRICT  
REGISTRATION FORM**

**REMINDER:** According to Elmont Board of Education Policy 5060 a-c, "A person shall be eligible to attend the schools of the Elmont Union Free School District provided that he/she will reside in the school district with a parent by birth or adoption or with a legally appointed guardian."

The Elmont UFSD Superintendent of Schools "shall insure that the residence in question is checked by a district staff member to determine whether the child resides at the residence in question with a parent or legally appointed guardian. All student enrollments shall be subject to the verification of fact of eligibility through a home visit by a district staff member.

**BASIC INFORMATION:**

1. All applicants must complete sections 1, 2, 3, 4.
2. **DIVORCED, SEPARATED, NEVER MARRIED OR PARENTS NOT LIVING TOGETHER** with a current custody order must complete sections 1, 2, 3, 4 and submit a certified copy of the court order.
3. **DIVORCED, SEPARATED, NEVER MARRIED OR PARENTS NOT LIVING TOGETHER** without a custody order must complete sections 1, 2, 3, 4 and Affidavit Forms C & D (yellow). Please attach Federal Income Tax Return for last year.
4. **FOSTER PARENTS** must complete sections 1, 2, 3, 4, 5, and 6 and submit a copy of VSW-241 or DSS 2999 form (please include child's CIN#). The DSS social worker (legal guardians) must sign and notarize the application as well.
5. **GUARDIANS or LEGAL CUSTODIANS** must complete sections 1, 2, 3, 4, 5, & 6 and attach a certified copy of court order.
6. **HOMELESS FAMILIES** in order to determine what services you and your child may be able to receive under the McKinney-Vento Homeless Assistance Act, please answer the following questions:

- In permanent housing
- In a shelter
- With another family or other persons because of loss of housing or 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): \_\_\_\_\_
- Unaccompanied Youth

Print Name of parent, guardian or student (for unaccompanied homeless youth): \_\_\_\_\_

Address: \_\_\_\_\_ Telephone No.: \_\_\_\_\_

Child's Name \_\_\_\_\_ Date of Birth: \_\_\_\_\_

If the student is **NOT** living in permanent housing a school official will meet with you to inform you of the educational and related opportunities available to you and your child and assist you with registering your child, as your child may qualify for homeless status. The District's Homeless Liaison is Stephanie Muller. Ms. Muller's contact number information is 516-326-5580 x20026.  
**PARENTS OF HOMELESS STUDENTS STOP HERE: Please return this letter to the registrar.**

**HOMEOWNER:**

If you own a home and you are the parent or foster parent of the child to be registered you must attach either your Homeowner's deed, most current Homeowner's mortgage statement or County & School Tax Receipt, and **TWO** of the following: Utility bill, Voter Registration Card, Cable Bill, Bank Statement. Notarized Affidavit A (white) must be included.

**RENTING or NON-OWNER:**

If you are a NON-OWNER, RENTING an apartment or home or LIVING WITH ANOTHER FAMILY submit your lease or rental agreement and complete and notarize Affidavit Form B (pink). You must provide **TWO** of the following: PSE&G bill, Voter Registration Card, Cable Bill, Bank Statement, or legal mail as required documentation. Your landlord must complete and notarize Form A (1) (yellow) and submit required proof of ownership as listed on form A (1).

**WE DO NOT ACCEPT COMPUTER GENERATED BILLS, FAXED MATERIAL OR ANY TYPE OF TELEPHONE BILLS.**

ALL NECESSARY FORMS MUST BE RETURNED **IN PERSON** TO THE CENTRAL REGISTRAR AT  
1735 HEMPSTEAD TPKE. BY APPOINTMENT ONLY. CALL (516)326-5580 x42247 FOR AN APPOINTMENT.