

**Herricks Public Schools
New Hyde Park, NY 11040**

Upon request, your child shall be enrolled and begin attendance on the next school day (unless a determination of non-residency is made on the date of request). The contents of this packet must be completed as soon as practical, but no later than three business days after the child's enrollment. The District will provide you with its residency determination within three business days of your child's enrollment. However, if you submit the contents of this packet on the third business day after your child's enrollment, the District will provide its residency determination on the fourth business day.

Please call 516 305-8987 to discuss interest in enrolling your child.

PROOF OF HOME OWNERSHIP OR RENTAL REQUIRED:	
HOMEOWNER	RENTER
<input type="checkbox"/> Deed OR Tax Bill OR Mortgage Statement OR <input type="checkbox"/> Statement by a third party relating to parent(s) or person(s) in parental relation's presence in the district	<input type="checkbox"/> Lease OR Landlord / tenant forms signed by owner and tenant.
<i>Note: the District reserves the right to differentiate the weight given to each piece of documentation submitted as it determines is necessary. As an applicant, you should submit documentation that is most likely to prove your residency within the District.</i>	
<u>AND THREE (3) PROOFS OF DISTRICT RESIDENCY:</u>	
NON-EXHAUSTIVE LIST OF ALTERNATE PROOF OF RESIDENCY (3 required)	
<input type="checkbox"/> Current telephone bill showing name and address <input type="checkbox"/> Current PSEG or National Grid statement with your name and address <input type="checkbox"/> Driver's License and Car Insurance Identification Card <input type="checkbox"/> Canceled Bank Check with printed name and address <input type="checkbox"/> Pay Stub – showing a printed name and address within the district <input type="checkbox"/> Moving bill from a commercial moving company <input type="checkbox"/> Attorney statement – stating that he <u>certifies</u> that the individual resides at a specific address within the Herricks School District <input type="checkbox"/> Current Tax Return or W-2 issued from Internal Revenue Service (printed name and address) <input type="checkbox"/> Post Office confirmation stating change of address <input type="checkbox"/> Court issued documentation (current name and address) <input type="checkbox"/> Other proofs as may be appropriate. Acceptance of such other proofs shall be at the discretion of the District.	
<u>AND</u>	
<input type="checkbox"/> Student's original Birth Certificate (with raised seal) or record of baptism. If either is unavailable, the student may provide his or her passport (including a foreign passport). If all of the aforementioned documentation is unavailable, then the District may request additional documentary evidence. <input type="checkbox"/> Affidavit from parent/person in parental relation evidencing relationship with child. (Parent/person in parental relation may submit alternative documentation as it deems necessary). <input type="checkbox"/> Medical Records including Immunization <input type="checkbox"/> Report Card from previous school	

The submission of false information or false statements in this application to the School District is a violation of the New York Penal Code 175.30 and is punishable by a fine and imprisonment of up to one year in jail.
In addition, the District will pursue action for tuition reimbursement against anyone whose false information results in the enrollment of students into the school district, who are not legal residents of the district.