

Change of Address

Here is what you need to do:

- **Complete and sign** the attached COA form for **all** adults and children in your household.

AND

- **Mail, Fax, or Email** the completed COA form **AND** proof of residence.

We must receive proof of residency to process the change

Acceptable Proof of Residency (SUBMIT TWO ITEMS):

- ❖ **1 REQUIRED - MAJOR UTILITY BILL(GAS, ELECTRIC, WATER) OR MORTGAGE, LEASE/RENTAL AGREEMENT, HOUSE PURCHASE AGREEMENT**

PLUS 1 OF THE FOLLOWING:

- INCOME TAX FORM
 - RENTER/HOME INSURANCE POLICY
 - PAY STUB
 - VOTER REGISTRATION DOCUMENTS
 - OFFICIAL DRIVER'S LICENSE, LEARNER'S PERMIT OR NON-DRIVER IDENTIFICATION
 - STATE OR OTHER GOVERNMENT ISSUED IDENTIFICATION
 - DOCUMENTS ISSUED BY FEDERAL, STATE OR LOCAL AGENCIES (E.G., LOCAL SOCIAL SERVICE AGENCY)
- ❖ **Once received and processed we will notify your child(ren's) school(s) and Transportation of your move so you don't have to contact them.**
 - ❖ **Please note K-6: Your new residence may be located in a different elementary school zone and therefore may result in your child changing schools.**

Questions? Please call or email: 315-341-2045/skells@oswego.org

Oswego City School District **Change of Address Form**

List Name(s) of Parent(s)/Guardian(s) Who Are Moving:

1. _____ 2. _____ 3. _____

Children in your Household who are Moving (list all children regardless of age):

Name _____ Grade _____ Current School _____

Name _____ Grade _____ Current School _____

Name _____ Grade _____ Current School _____

Name _____ Grade _____ Current School _____

Name _____ Grade _____ Current School _____

Name _____ Grade _____ Current School _____

Old Address:

Street _____ City _____ State _____ Zip _____

New Address:

Street _____ City _____ State _____ Zip _____

MOVE IN DATE: _____

Home Phone: _____ Cell Phone: _____

Email Address: _____

You MUST Attach PROOF of Your New Residence to This Form.

Parent/Guardian Signature:

Signature: _____ Date _____

Comments:

Return to Central Registration, 1 Buccaneer Blvd, Oswego, NY 13126 or email registration@oswego.org or Fax to 315-341-2915

Housing Questionnaire

The answer you give below will help the district determine what services you or your child may be able to receive under the McKinney-Vento Act. Students who are protected under the McKinney-Vento Act are entitled to immediate enrollment in school even if they don't have the documents normally needed, such as proof of residency, school records, immunization records, or birth certificate. 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 another person because of loss of housing or as a result of economic hardship (sometimes referred to a "doubled-up")
- In a hotel/motel
- In a car, park, bus, train, or campsite
- Other temporary living situation (please describe) _____

- In permanent housing

If you are living in shared housing, please check all of the following reasons that apply:

- Not applicable
- Loss of housing
- Economic situation
- Temporarily waiting for house or apartment
- Provide care for a family member
- Living with boyfriend/girlfriend
- Loss of employment
- Parent/guardian is deployed
- Other (please describe) _____

Please list your last (most recent) address prior to enrolling in the Oswego City School District

Would you like to speak to the Homeless Youth Coordinator about rights and other services available to families experiencing homelessness under the McKinney -Vento Act?

- Yes: please contact me via:
 - Email: _____
 - Phone: _____
- No

Signature of Parent/Guardian or Student (if applicable)

Date

OFFICE USE ONLY

MV Team Notified _____ RHY Notified _____