

WASHINGTON TOWNSHIP PUBLIC SCHOOLS
Registration Office, 206 E. Holly Avenue, Sewell, NJ 08080
(856)589-6644 x6698 F: 856-589-1385 mpesyna@wtps.org



CHANGE OF ADDRESS NOTIFICATION

Complete the **highlighted** sections below and provide **2** current proofs of residency. **If you just made settlement**, you may use the signed settlement sheet/deed in lieu of 2 proofs. Scan, fax or return to Registration Office (via appointment). **LIST ALL STUDENTS ON SAME FORM.**

PLEASE NOTE: It takes **at least 24 hours** to process the change in our databases, so be sure to send us your documentation as soon as you have moved.

DATE:

Student Name(s):

School/Grade:

Present Address:

New Address:

or

Add Alternate Parent Address:

If this parent is in the same sending zone, they must provide proof of residency in order for the child to be bussed from the residence.

Which is the child's primary residence? _____

Home phone: **Mother** _____ **Father** _____

Cell phones: **Mother** _____ **Father** _____

Email: **Mother** _____ **Father** _____

Student(s) live with: **Mother:** ____ **Father:** ____ **Same Household?** ____ **Other (Specify):** _____

Do you share this residence with another family? **Yes** ____ **No** ____

Interdistrict Change

Student name: _____

currently enrolled @ _____ **and transferring to** _____

Home school will contact parent with start date.

DEPARTMENT OF TRANSPORTATION

118 Chapel Heights Road, Sewell, NJ 08080

(Direct transportation inquiries to: 856-589-9190)



BUS PASSES ARE SENT TO YOUR EMAIL. BE SURE TO KEEP YOUR EMAIL UP TO DATE!