

STUDENT ENROLLMENT / UPDATE FORM

STUDENT INFORMATION

Last Name: _____ First Name: _____ Middle Name: _____ Generation: _____
 Address: _____ City: _____ Zip Code: _____ Telephone: _____
 Gender: F _____ M _____ Birth Date: _____
 What is the country/place of birth? _____
 What is the student's ethnicity/race? (Please circle ALL that apply. Additional information on reverse.)
 of address, it is to be given to the school's Main Office for state and school database updating.

Hispanic/Latino	AND	American Indian or Alaskan Native	Asian	Black or African American	Black Latino	West Indian	Native Hawaiian or Other Pacific Islander	White	White Latino
Y	N	Y	N	Y	N	Y	N	Y	N

FAMILY INFORMATION

1. Parent/Guardian: _____ Relationship: _____ Home Phone: _____ Cell Phone: _____
 Employer: _____ Work Phone: _____ Email: _____
2. Parent/Guardian: _____ Relationship: _____ Home Phone: _____ Cell Phone: _____
 Employer: _____ Work Phone: _____ Email: _____
 Sibling 1. _____ School: _____ Sibling 3. _____ School: _____
 Sibling 2. _____ School: _____ Sibling 4. _____ School: _____
1. Emergency Contact: _____ Relationship: _____ Home Phone: _____ Cell Phone: _____
 Employer: _____ Work Phone: _____ Email: _____
2. Emergency Contact: _____ Relationship: _____ Home Phone: _____ Cell Phone: _____
 Employer: _____ Work Phone: _____ Email: _____
 Can the child be released from school to the emergency contacts listed above? Y N

INSTRUCTIONAL PROGRAM INFORMATION (Please circle any that apply.)

Does/did the student receive Special Education Services in accordance with an Individual Education Plan (IEP)? Y N
 Does/did the student receive English Language Learner (Bilingual Sys.) support? Y N Type: Native Lang. ESL Other:

OFFICE USE ONLY

New Registration	Last School/Address (if applicable):	Assigned School:					
Transfer (from another Htfd school)	Previous Hartford School:	Student ID Number:					
Re-Entry (returning student)	Last School/Address:	(complete below for PK) Grade:					
Withdrawal/Exit	Reason:	Enter or Exit Date:					
PK Program:	PK age 3	PK age 4	01 (School Readiness)	04 (SpecEd - per IEP)	09 (Other - Magnet, Mntsr)	Hours per Day:	Days per Year:

Parent/Guardian Signature: _____ Date: _____ Register/Unregister Completed by: _____ Date: _____

New Ethnicity and Race reporting requirements: The U.S. Department of Education has developed a new way to collect and report ethnic and racial information in order to provide a clearer picture of our nation's diversity. Parents/guardians are asked to select ALL ethnicity/race options that best describe their child(ren) as Hispanic/Latino AND/OR Black, African American, West Indian, Black Latino AND/OR White, White Latino AND/OR Asian AND/OR American Indian/Alaskan Native AND/OR Native Hawaiian/Other Pacific Islander.

Definitions:

- Hispanic/Latino: A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- Black, African American, West Indian, Black Latino: A person having origins in any of the black racial groups of Africa.
- White, White Latino: A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.
- American Indian or Alaska Native: A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islands.

Final guidance from Federal/State governments requires school personnel to designate this information for students, based on observation and other available information, if the parent/guardian does not.

The information you provide will be used to comply with federally-mandated reporting requirements only and will be safeguarded as specified by the Family Educational Rights and Privacy Act (FERPA) requirements.



Mrs. Dolores Cole
Principal
(860) 695-5380

CERTIFICATION OF RESIDENCY

(For families living with someone who is the owner/tenant of a residence)

As part of our residence verification process, as the owner/tenant of a residence in Hartford need to verify that:

Student	School	Grade

and his/her parent(s)/legal guardian(s) _____
Name of Parent/Guardian (PRINT)

reside at: _____ Apt. No. _____ with me or in _____
(TOWN/CITY) residence owned by me.

AFFIDAVIT

I, _____, certify that the above named student(s) and parent(s)/guardian(s) reside with me or are in a residence owned by me at the above listed address, in the City of _____. I realize that if I make a false statement as to the residency, I may be held liable for a share of the cost of the education of the said student(s) if they, in fact, do not permanently reside in the town.

I agree to notify the school district immediately regarding the termination of the named student(s)' full time, physical presence or permanent residency at the above mentioned address in the City of _____, in which event the student will no longer be eligible for free school privileges.

I also understand that should the student(s) be found attending Hartford Schools illegally, the City of Hartford reserves the right to recover the costs of such education, from me, the undersigned.

I also understand that a false statement may lead to the disenrollment of the above named student(s) and may lead to my prosecution under the criminal statutes (i.e. C.G.S. 53a-122) of the State of Connecticut as explained below.

I further state here that I have had this form explained to me and I am aware of my responsibility under the applicable laws concerning residency and school enrollment C.G.S. 53A-1 22-Larceny 1 degree; The property or service is obtained by defrauding a public community and such property exceeds \$2,000. (Larceny 1 degree is a Class B Felony) with a punishment of "Not less than one year nor more than twenty years imprisonment and/or a fine up to \$10,000.00).

SIGNED _____ Date: _____
(Legal Resident of Town/City: _____)

Notary Public's Signature _____ Date: _____

Subscribed and sworn to before me _____ on this day of _____ in the year ____ in accordance with C.G.S. 1 -20.

My Commission Expires: _____