



RYE CITY SCHOOL DISTRICT

REQUIRED DOCUMENTATION FOR REGISTRATION

Welcome to the Rye City School District. In order to safeguard the health of your child/children, to place your child/children in the most appropriate program, and to conform with New York State law and District Policy, we will need certain information and records.

These documents must be submitted at the time of registration or within two days of enrollment in order for the District to make a timely determination as to the student's entitlement to attend District schools.

1. Documentation of age - In order to determine, for instance, the programming needs of your child/children, you will need to provide proof of age by providing one of the following:
 - a. An original or certified transcript of a birth certificate or record of baptism (including an original or certified transcript of a foreign birth certificate or record of baptism) giving the date of birth; or
 - b. passport (including foreign passport) giving the date of birth

Where the above are not available, the School District may consider certain other documents/records in existence two years or more to determine age. One or more of these documents may be necessary. The documents are the following:

- official driver's license
- state or other government issued identification
- school photo identification with date of birth
- consulate identification card
- hospital or health records
- military dependent identification card
- documents issued by federal, state or local agencies (for instance, local social services agency, federal Office of Refugee Resettlement)
- court orders or other court-issued documents
- Native American tribal document
- records from non-profit international aid agencies and voluntary agencies
- Note: The School District may need to verify these documents/record

2. **Proof of Residency** is required. According to NY State Law, In order to register your child/children in the School District, you must be physically domiciled at your address within the School District's geographic boundaries

Proof of Residency is Required – You should provide at least one item from Section A and two items from Section B.

Section A	Section B
<ul style="list-style-type: none"> 1) <i>Copy of a residential lease or proof of ownership of a house or condominium, such as a deed or mortgage statement</i> 2) <i>a statement by a third-party landlord, owner or tenant from whom the parent(s) or person(s) in parental relation leases or with whom they share property within the district</i> 3) <i>such other statement by a third-party establishing parent(s) or person(s) in parental relation physical presence in the School District</i> 	<ul style="list-style-type: none"> 1) <i>pay stub</i> 2) <i>income tax form(s)</i> 3) <i>utility bill or other bills (e.g., power company, cable, National Grid, etc.).</i> 4) <i>membership documents that are based upon residency (e.g., library cards)</i> 5) <i>voter registration document(s)</i> 6) <i>official driver's license, learner's permit or non-driver identification</i> 7) <i>documents issued by federal, state or local agencies (for instance, local social services agency, federal Office of Refugee Resettlement)</i> 8) <i>evidence of custody of the child/children, including, but not limited to judicial custody orders or guardianship papers</i> 9) <i>Other forms of documentation and/or information establishing parent(s) or person(s) in parental relation physical presence in the School District.</i>

If you have any questions regarding the fulfillment of the District's residency requirements or are homeless, please contact the District Registrar.

3. **Parent(s)/Guardian(s) shall provide proper proof of parental relationship** - The School District may require the parent(s) or person(s) in parental relation to provide the School District with an affidavit either: (1) indicating that they are the parent(s) with whom the child/children lawfully resides; or (2) indicating that they are the person(s) in parental relation to the child/children, over whom they have a total and permanent custody and control, and describing how they obtained total and permanent custody and control, whether through guardianship or otherwise. The School District may also accept other proof, such as documentation indicating that the child/children resides with a sponsor

with whom the child/children has been placed by a federal agency. Please contact the District Registrar for additional information.

PLEASE BE ADVISED that in order for your child/children to attend the Rye City School District ("School District"), you must be a resident of the School District.

Section 210.45 of the Penal Law of the State of New York prohibits the making of a false written statement. Therefore, your statements contained in your registration application must be true and accurate.

If the School District determines at any time that you are not a resident of the School District, your child/children will be excluded from the School District. Further, you will be liable to the School District for payment of tuition from their date of enrollment through their date of exclusion, as well as the costs of collection.