



CPSE REGISTRATION

FOR OFFICE USE ONLY:

Student Name: _____

Student Number: _____ Gen: _____

Family Number: _____ Grade: _____

School: _____

Start Date: _____ Grad Year: _____

Please be sure to submit the supporting documentation below with your registration forms along with any custody documentation if applicable. Please submit your completed paperwork by scanning/emailing to registrar@niskyschools.org, or by dropping them off at the District Office which is located at 1430 Balltown Rd and is open Monday through Friday from 8:00am until 4:00pm. There is a locked mailbox just inside the door that you can place your forms in. You will receive an email from the Registrar's Office if anything is missing.

Proof of Residence (Must submit a minimum of 2, one from Row A and one from Row B)					
Row A	<input type="checkbox"/> Signed Lease OR Mortgage Statement	<input type="checkbox"/> Homeowners OR Renter's Insurance Bill	<input type="checkbox"/> Closing Statement OR Deed	<input type="checkbox"/> Contract of Sale	<input type="checkbox"/> Property Tax Bill/Receipt
Row B	<input type="checkbox"/> Utility or other bills	<input type="checkbox"/> Income Tax	<input type="checkbox"/> Membership documents based on residency	<input type="checkbox"/> Voter Registration documents	<input type="checkbox"/> Local, State or Government issued ID documents
	<input type="checkbox"/> Pay Stub	<input type="checkbox"/> Official driver's license, learner's permit or non-driver identification	<input type="checkbox"/> Sworn Statement by third-party (landlord, etc.)	<input type="checkbox"/> Evidence of Custody of Child (custody orders, guardianship papers, etc.)	<input type="checkbox"/> Other (Must be approved by Registrar before submittal)

Proof of Birth (Must submit one of the following)					
<input type="checkbox"/> Birth Certificate	<input type="checkbox"/> Passport	<input type="checkbox"/> Driver's License	<input type="checkbox"/> School photo identification card with date of birth	<input type="checkbox"/> Consulate Identification card	<input type="checkbox"/> Local, State or Government issued identification cards or documents
<input type="checkbox"/> Military dependent identification card	<input type="checkbox"/> Hospital or health records	<input type="checkbox"/> Native American tribal documents	<input type="checkbox"/> Court orders or other court issued documents	<input type="checkbox"/> Records from non-profit international aid agencies and voluntary agencies	

Proof of Parental Relationship (Must submit one of the following)		
<input type="checkbox"/> Birth Certificate & parent photo ID	<input type="checkbox"/> Court custody documents & custodian photo ID	<input type="checkbox"/> Baptismal certificate & parent photo ID
<input type="checkbox"/> Court adoption documents & parent photo ID	<input type="checkbox"/> Court guardianship documents & guardian photo ID	<input type="checkbox"/> Notarized affidavit of emancipation

Student Support Services
<input type="checkbox"/> Release Forms

PLEASE BE SURE THAT ALL OF THE ABOVE REQUIREMENTS HAVE BEEN MET BEFORE SUBMITTAL

FOR OFFICE USE ONLY: Services: _____

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REGISTRAR'S SIGNATURE

DATE

ZONE



Child's Name _____

Primary Phone Number _____ ☐ Male ☐ Female

Last Grade Completed _____ Grade Entering _____

Child's Permanent Address _____

Mailing Address (if different from above) _____

Date of Birth _____ Place of Birth _____

Last School Attended _____

Address of Last School _____

Name of Parent/Guardian #1 _____ Relationship: _____

Address (if not the same as above) _____

Cell Phone _____ Email Address _____ Preferred Language: _____

Name of Parent/Guardian #2 _____ Relationship: _____

Address (if not the same as above) _____

Cell Phone _____ Email Address _____ Preferred Language: _____

Please list all other children in the home (Birth to Age 18):

Name	Gender	Birthdate	School



Child's Name: _____

Gender: Male _____ Female _____ Date of Birth: ____ / ____ / ____ Grade: _____

Address: _____ Phone: _____

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)

- _____ In a shelter
- _____ With another family or other person because of loss of housing or as a result of economic hardship (sometimes referred to as "doubled up")
- _____ In a hotel/motel
- _____ In a car, park, bus, train or campsite
- _____ Other temporary living situation (Please describe): _____
- _____ In permanent housing

Print name of parent, guardian or student (for unaccompanied homeless youth)

Signature of parent, guardian or student (for unaccompanied homeless youth)

Date



Name of Child (Last, First, Middle): _____

1. Is the student Hispanic, Latino, or of Spanish origin? Hispanic, Latino or of Spanish origin means a person of Cuban, Mexican, Puerto Rican, Central or South American, or other Spanish culture or origin regardless of race. Check the box that best describes your child. Check only ONE box.

☐ YES, Hispanic ☐ NO, not Hispanic

2. Select one or more races from the following five racial groups. For question (2) check all that apply to your child. Check AT LEAST one box.

- ☐ 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.
- ☐ 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.
- ☐ NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER: A person having origins in any of the peoples Hawaii, Guam, Samoa or other Pacific Islands.
- ☐ BLACK OR AFRICAN AMERICAN: A person having origins in any of the Black racial groups of Africa.
- ☐ WHITE: A person having origins in any of the original peoples of Europe, North Africa or the Middle East.

Signature of Parent/Guardian: _____

Relationship: _____ Date: _____

TO THE PARENT/GUARDIAN: In accordance with Federal guidelines, the Niskayuna Central School District is collecting and recording the ethnic identity of students using Federal categories and definitions. All students between 5 and 21 years of age have the right to a free public education. Children may not be refused admission because of race, color, creed or national origin, sex, citizenship, handicapping condition, or immigration status. This information will be used to:

- Report Information to the State and Federal Education Departments
- Plan educational programs and make sure that they are readily available to all students
- Analyze differences in academic performance, attendance and completion of school

Please review the above information and be sure that you have checked the boxes that best describe your child. The Niskayuna Central School District understands the sensitive nature of this information and wishes to assure you that it will be kept secure and confidential in accordance with all State and Federal student privacy laws and regulations. If the information requested is not provided on this form on behalf of your child, a student records officer from the school or district will be required to identify the group to which the student appears to belong, identifies with or is regarded in the community as belonging. Thank you for your cooperation.

CONFIDENTIALITY PROCEDURES AND REGULATIONS

This form will be filed in the student's permanent record as confidential information. The information which you have provided on this form is confidential. It is protected by the Confidentiality Regulations cited below.

The Family Educational Rights and Privacy Act (1974) prohibits unauthorized disclosure access to student records and unauthorized release of any student record information identifiable by student name and student identification number

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