

**Western Reserve Local School District
Change of Student Address**

*****CHANGES WILL NOT BE MADE IN THE COMPUTER UNTIL PROPER VALIDATION IS RECEIVED*****

Change of Address: Requires Parent/Guardian state issued ID and TWO valid proofs of new address: Purchase agreement or lease PLUS one other proof (utility bill, insurance statement with current address, other official mail).

Change in Custody: Requires proof by court order (signed and sealed and/or signed by agency documentation)

Emergency Medical: If contacts have changed please update on the back of this form

Return Form and Documents to: WRLS Board Offices (the Old High School) Attention: Stephanie Fabian

PLEASE PRINT:

Student Name(s)	School	Grade Level

Today's Date: _____

Effective Date: _____

1. Has this moved resulted from a change in custody (please Circle)? Yes or No
(If yes, appropriate Change of Custody, and NEW Emergency Medical form must be completed as listed above, must also be submitted with this form.)

2. Who has legal custody of student(s)? _____

Name	Relationship
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3. Child lives with: Both Parents Mother Only Father Only Other: _____

4. Before this change was the student : Open Enrolled or WRLS Resident ?

5. Will Student(s) require busing from new address? Yes or No

New Address: _____

Old Address: _____

Phone Number: _____

Parent/Guardian

Signature; _____ **Date:** _____

OFFICE USE ONLY:

DASL _____ Transportation _____

Emergency Contact Information

Parent Guardian Information:

<i>Residential Parent/Guardian Information (please answer Questions A, B, & C)</i>	
A. Student lives with (please X one): ___ Both Parents ___ Mother Only ___ Father Only ___ Other: _____	B. Are the student's parents/guardians (please X one): ___ Married ___ Divorced ___ Separated ___ Never Married ___ Otherwise living separately, please explain:
C. Who has legal custody for child(ren) (please X one): ___ Both Parents ___ Mother Only ___ Father Only ___ Shared ___ Other: _____	If Separated or Divorced, Custody Papers are Required for Student File. For Shared Custody, please provide addresses of both parents.

<i>Legal Parent/Guardian Information</i>	<i>Legal Parent/Guardian Information</i>
Name:	Name:
Cell Number:	Cell Number:
Home Number:	Home Number:
Relationship to Student: Mother / Stepmother / Foster Mother / Grandmother / Father / Stepfather / Foster Father / Grandfather / Guardian (Please circle one)	Relationship to Student: Mother / Stepmother / Foster Mother / Grandmother / Father / Stepfather / Foster Father / Grandfather / Guardian (Please circle one)
Is your address the same as the student? ___ Yes ___ No If No, list your current Address, City, State , Zip:	Is your address the same as the student? ___ Yes ___ No If No, list your current Address, City, State , Zip:

<i>Emergency/Alternate Contacts</i>	
<p>In the event you are unable to contact me at the above numbers, you have my permission to contact the following alternates. They have my permission to receive health care information regarding my child and can take my child home during school hours if needed.</p>	
<i>Contact 1 (other than Parent/Guardian)</i>	<i>Contact 2 (other than Parent/Guardian)</i>
Name:	Name:
Relationship:	Relationship:
Best Contact Number:	Best Contact Number:
<i>Contact 3 (other than Parent/Guardian)</i>	<i>Contact 4 (other than Parent/Guardian)</i>
Name:	Name:
Relationship:	Relationship:
Best Contact Number:	Best Contact Number: