



## **Park Ridge Enrollment Form Checklist**

**Enrollment Forms:** <https://www.parkridgeschools.org/domain/17>

*(If you have more than one child enrolling, you will need to provide individual forms for each child)*

- New Student Registration 2024-2025 *(completed online)*
- New Student Medical Forms
- New Student Records Request Form
- New Student Home Language Survey
- Owner/Landlord Affidavit Form
  - Homeowner - complete the Owner Information (top portion only)
  - Rent/Leasing - complete the form, see requirements below
- High School Objection to Release Student Information
- Media Release Form *(Grades 7-12, High School requirement only)*
- Laptop Agreement for Students
  - One time \$100 Insurance Payment Required *(Cash or Check, if Check please make payable to Park Ridge Board of Education)*

### **Additional Documentation Needed:**

- Your child's original Birth Certificate (a copy will be made at PRHS)
- A copy of your child's report card/transcript from their previous school *(High School requirement only)*
- Multiple proofs of residency: *(please provide which applies to you)*
  - Homeowner - Tax Bill/Statement or an original copy of your Deed & Current PSEG or Utility Bill from the town of Park Ridge
  - Rent/Leasing - Current lease agreement, Notarized Owner/Landlord Affidavit Form, Tax Bill/Statement or Deed & Current PSEG or Utility Bill from the town of Park Ridge
- If applicable, appropriate Family Court/Legal Documentation *(We understand these are sensitive documents, but we need them in order to process your child's registration. This applies to custody agreements or any other legal matters that the Park Ridge Schools should be aware of)*

### **Special Program & Student Services:**

- For IEP/Child Study Team related information, please contact Gina Colaneri, *Administrative Assistant for Special Services* - 201-573-6000 ext. 1301 – [ginacolaneri@parkridge.k12.nj.us](mailto:ginacolaneri@parkridge.k12.nj.us)

