



NORTH CALDWELL BOARD OF EDUCATION  
132A GOULD AVENUE  
NORTH CALDWELL, NJ 07006

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## Certification of Domicile

As per Board policy, The Board shall admit students eligible to attend school free of charge that are domiciled within the district as defined in North Caldwell Board of Education Policy 5111. **Domicile means the place where a person has his or her true, fixed, permanent home and principal living establishment, and to which, whenever he or she is absent, he or she has the intention of return; a person may have several residences, however, he or she can have only one legal domicile.**

- I Certify I am domiciled in North Caldwell and authorize the Board to Perform a Residency Check.**
  
- I am not domiciled in North Caldwell and would like to petition the Board for my child/children to attend school in North Caldwell.**

If you would like to petition the Board of Education for your student to attend School as a tuition student, please send a letter to the Board of Education, including the following Information:

- Student Name
- Grade level of student
- Estimated date to move into district
- Address of new home in district
- Reason for the delay in Being Domiciled in North Caldwell
- Temporary address while awaiting move into North Caldwell
- Parent/Guardian names
- Include any IEP's/504 Plan/Evaluations

Please be aware that tuition will be required until you are domiciled in your North Caldwell home and residency has been verified by the district's residency officer.

Tuition payments are required monthly, and payment is due before the student enters school. If payments are not received on the dates required, the student's contract will immediately terminate and the child will be excluded from school. You may email the letter directly to Mr. Michael Halik, the Board Secretary at [mhalik@ncboe.org](mailto:mhalik@ncboe.org). Please note that the Board only meets once a month so please plan accordingly.

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Signature

\_\_\_\_\_  
Childs Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date