

Woodland Hills School District

Change of Address Form

New Address _____
street address

_____ *Municipality* _____ *zip code*

Phone Numbers _____
(circle type) Primary # (home, cell, work) (home, cell, work) (home, cell, work)

Old Address _____

Parent/Guardian Name (please print) _____

Signature _____ Date _____

ID #	Student Name	School before move	School after move	grade	Special ed?

For Office Use Only **WHSD Staff Initials & Date** _____

Photo ID provided same as new address different than new address

Residency Proofs Deed lease affidavit of residency

If photo ID different than new address additional proof _____

Child Accounting Department :

notify OLD school to send records to new school

make copy for each child affected and send to NEW school,

change schools in ProSoft

notify transportation department

notify special ed if necessary



PERMISSION TO RELEASE INFORMATION

Student Name: _____ Student Birth Date: _____

Student Address: _____ Phone #: _____

I, _____,
(name of parent/guardian) – PLEASE PRINT

Give permission to the following:

Employer, landlord, Internal Revenue Service, Department of Public Welfare, Children, Youth, Family Services, local tax office or other knowledgeable agency to release information pertaining to my residency for use at the Woodland Hills School District.

(signature of parent/guardian) (date)

(TANF/Program # if applicable)

VERIFICATION (To be completed by WHSD Central Registration)

To: _____ To: _____

Student's Address

Same as above

Other than above

Student's Address

Same as above

Other than above

CAO OR AGENCY VERIFICATION

Category: _____ Active: _____ Closed _____ No Record: _____

Caseworker (name or number): _____

Agency Contact: _____ Date: _____