



Carlynton School District

Carnegie Rosslyn Farms Crafton

Change of Address Form

Today's Date: _____

In order to change your child(ren)'s address, completion of this Change of Address Form and two (2) acceptable proofs of residency must be provided for your new address. Acceptable proofs of residency are:

- Driver's License
- Utility Bills
- Borough Tax Statements
- Automobile Registration
- Pay Check Stub
- Public Assistance or Social Security document indicating the current address

***Mortgage Settlement* documentation or *Lease Agreements* are considered a **TEMPORARY PROOF OF RESIDENCE** and **ARE VALID FOR 30 DAYS ONLY**. After that time period, the aforementioned proofs **must be submitted**.**

PLEASE NOTE: Changes to transportation cannot be made until this completed form and two (2) proofs of residency have been received by the District Registrar.

SUBMIT THIS COMPLETED FORM ALONG WITH TWO (2) PROOFS OF RESIDENCY IN ANY OF THE FOLLOWING MANNERS:

- To your District home school office (i.e.: Crafton or Carnegie Elementary, Jr./Sr. High School)
- US Mail to: Carlynton School District
435 Kings Highway
Carnegie, PA 15106
- Email the District Registrar at: kimberly.cail@carlynton.k12.pa.us

Student(s) Last Name	First Name	Grade	D.O.B.	School

Previous Address (moving FROM)	NEW Address (moving TO)

Changes to Emergency Contacts If Needed (use reverse side if necessary):

Emergency Contact Name	Relationship to Student	Contact Number