



Administrative Offices, 685 Fifth Street, Secaucus, NJ 07094

The following Student Registration Application Packet is for students living with a parent or guardian whose permanent home is located within the Secaucus School District.

All others please contact your school of residence:

Secaucus High School: 201-974-3033

Secaucus Middle School: 201-974-2025

Clarendon Elementary: 201-974-2010

Huber Elementary: 201-974-2053

Please Read Preliminary Information in its entirety.

#### SUGGESTED DOCUMENTATION CHECKLIST

- Student's birth certificate or passport (original or certified copy)
- Proof of Residency (one of the following)
  - Purchase & Sales Agreement
  - Mortgage Statement
  - Deed
  - Lease
  - Section 8 Agreement
  - Notarized Letter from Landlord **AND**
    - Residency Affidavit 1 - Landlord's Affidavit (only where No Written Lease Exists)**OR**
    - Residency Affidavit 3a AND 3b (Family Temporarily Living with a District Resident)
- Proof of Occupancy (2 documents –dated within the past 30 days)
  - Utility Bills \_\_\_\_ PSE&G \_\_\_\_ Water \_\_\_\_ Cable \_\_\_\_ Phone
  - Bank Statement
- Parent/Guardian Proof of Identity – (one or more of the following)
  - New Jersey Driver's License or Photo ID
  - W-2 Form
  - Passport
  - Payroll stub or bank statement dated within 30 days
- Acknowledgement
- Non – Parent Registering Student – Consult School Personnel for additional forms
  - Guardianship or Custody Papers **OR**
  - Verification of DYFS or State Agency placement **OR**
  - Verification of Hardship (medical reports, counselor or social worker assessments, employment documents, unemployment claims, benefit statements) **AND**
  - Verification of Expenditure (receipts, bills, insurance claims, payments)
  - Affidavit 2a AND 2b REQUIRED