



PUNXSUTAWNEY AREA SCHOOL DISTRICT

300 Center St, Punxsutawney, PA 15767

Phone (814) 938-5151 Fax (814) 938-6677

Dr. Thomas A. Lesniewski, Superintendent
Richard L. Britten, Assistant to the Superintendent
Susan H. Robertson, Business Administrator

Central Registration Checklist

Please call Shelley Smith at the District Administration Building to register your student(s). Phone number: 814-938-5151 Ext. 3018

The following items must be provided when registering:

- Proof of Child's Age (One of the following - Original Birth Certificate, Notarized Copy of Birth Certificate, Baptismal Certificate, or a Valid Passport)**
- Parent/Legal Guardian Photo ID**
- Student's Immunization Records**
- Proof of Residency (Must be one of the following):**
 - 1. PA Dept. of Transportation ID or Valid Driver's License with the current address**
 - 2. PA Dept. of Transportation vehicle registration with current address**
 - 3. Copy of recent paycheck stub with name and current address of employee and employer**
 - 4. Current Utility Bill**
 - 5. Signed lease agreement with name and current address of renter(s)**
 - 6. Notarized residency affidavit**
- Copy of Legal Documents (Court Order, Custody agreement), If Applicable**
- Copy of Special Ed Records (IEP), If Applicable**

NOTICE OF NONDISCRIMINATION

The Punxsutawney Area School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex, or disability in its admission procedures, educational programs, activities, or employment practices as required by Title VI, Title IX and Section 504. For information regarding civil rights or grievance procedures, contact Gerald G. Gigliotti (Title IX Coordinator) at Punxsutawney Area High School, 500 North Findley Street, Punxsutawney, PA 15767 Telephone (814) 938-5151, ext. 6531, or Kate Shaffer (Section 504 Coordinator) at District Administration Offices - Punxsutawney Area School District, 300 Center Street, Punxsutawney, PA 15767 Telephone: (814) 938-5151, ext. 6520.