



SOUTH HUNTINGTON UNION FREE SCHOOL DISTRICT
60 Weston Street, Huntington Station, NY 11746

ASSISTANT SUPERINTENDENT FOR STUDENT SERVICES

April E. Poprilo
apoprilo@shufsd.org

CENTRAL REGISTRATION

Stephanie Navarro
stnavarro@shufsd.org

Office: (631) 812-3180/3181

Fax: (631) 812-3185

REGISTRATION PROCEDURES FOR PRIVATE & PAROCHIAL SCHOOL STUDENTS

REQUIRED REGISTRATION DOCUMENTS FOR ALL STUDENTS:

1. **Proof of age:** Examples of acceptable forms of documentation include, but are not limited to a **birth certificate, baptismal record, or passport** (including a foreign passport)
2. Current month's Mortgage Statement, Deed, Tax Bill OR Lease Agreement (**Original document only**) signed by you and your Landlord; **lease agreement must be notarized.**
3. Three of the following documents to verify residency (additional proofs may be accepted at the discretion of the Assistant Superintendent):

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| <input type="checkbox"/> Current month's telephone bill in your name | <input type="checkbox"/> Payroll Stub |
| <input type="checkbox"/> Current month's cable bill in your name | <input type="checkbox"/> Current PSEG bill in your name |
| <input type="checkbox"/> Voter registration documents | <input type="checkbox"/> State or government issued identification |
| <input type="checkbox"/> Current bank statement in your name | <input type="checkbox"/> Official driver's license, learner's permit, or non-driver identification |
| <input type="checkbox"/> Documents issued by federal, state, or local agencies such as the local social service agency or the Office of Refugee Resettlement | <input type="checkbox"/> Evidence of child custody, including judicial custody orders or guardianship papers |

IF YOU DO NOT OWN A HOME OR HAVE A LEASE and you are renting an apartment, room, private home or living with a relative or friend, you will need the following in addition to the required registration documents (Proof of Age, Immunization, and Residency Proofs):

Parent/Guardian:

- ☐ A notarized affidavit (Parent's Statement) issued by the South Huntington School District (available in this packet, on our website, or at the District Office) completed by the parent stating their legal address

Owner/Lessee

- ☐ A notarized affidavit (Owner/Lessee Statement) issued by the South Huntington School District (available in this packet, on our website, or at the District Office) and completed by the owner/tenant stating that you live there. (If one is not available, a third party affidavit is acceptable.)
- ☐ The owner's current Property Tax Bill, Mortgage Statement, or a copy for their Deed/Lease with their name on it
- ☐ Two current bills for this month in their name