

Multiple Occupancy Registration Checklist

- Proof of Student Age* (must provide 1 document)
 - Birth Certificate
 - Passport
 - Baptismal Certificate
 - Prior school records indicating grade of completion
- Proof of Residency***
 - Multiple Occupancy Certification by Owner (page 2)**
 - Notary signature and seal
 - Multiple Occupancy Affidavit (page 3)**
 - Notary signature and seal
 - Proof of Resident Ownership** (must provide 1 of the following)
 - Property Deed
 - Real Estate Tax Bill
 - Settlement Papers
 - In addition to one of the above:** (must provide 2 of the following - 1 for owner and 1 for parent:
 - Current Utility Bill (Electric, Cell Phone, Cable, Water, Gas)
 - Driver's License, Photo Identification, and/or Vehicle Registration or Pay Stub Voucher
- Immunization Records*
- Report Card from previous school
- Individualized Education Plan (if applicable)
- Registration Packet
 - Parental Registration Statement*
 - Home Language Survey*
 - Release of Records
 - Health History
 - Demographic Information

Bolded items must be provided on a yearly basis in order to maintain Multiple Occupancy Status

Once all required documents* are completed, the registration process will begin. Please visit the district [website](http://www.umtsd.org) at www.umtsd.org> Site Shortcuts>New Student Registration to obtain the Registration Packet and schedule an appointment.

Thank you,

Michelle Lutz
Director of Special Education and Student Services

Certification of Multiple Occupancy by Owner

Date: _____

I, _____, certify that I am the legal owner of the property at _____, located in the Upper Moreland Township School District boundaries.

I further swear that _____ is living at the above address on a permanent basis with the following child(ren):

I assume responsibility for notifying the Upper Moreland Township School District should the above circumstance change.

Signature of Owner

Relationship to Parent/Child

Signature of Notary

Date

Notary Seal:

