

CHANGE OF INFORMATION FORM

Child's Name	Date of Birth	M	F
		Sex	
Male Guardian with Whom Child Resides	Relationship	Female Guardian With Whom Child Resides	Relationship
()	()	()	()
Home Phone	Work Phone	Home Phone	Work Phone
()	()	()	()
Cell Phone		Cell Phone	
Who should be called first?	Which number should be called first?		

CHANGE TO ADDRESS

PLEASE NOTE THAT PER DISTRICT POLICY, AN ADDRESS CHANGE MUST BE VERIFIED WITH AN ATTACHED GAS, ELECTRIC OR WATER BILL.

AN ADDRESS CANNOT BE CHANGED UNLESS THE UTILITY BILL IS ATTACHED. BILLS SUBMITTED THAT ARE NOT IN A PARENT'S NAME ARE ONLY ACCEPTED IF PREVIOUSLY APPROVED BY STUDENT SERVICES.

LEGAL BINDINGS

IS THERE A LEGAL BINDING, COURT ORDER, PROTECTIVE ORDER, OR CUSTODY ORDER THAT WE SHOULD BE AWARE OF? _____

IF YES, PLEASE PROVIDE THE REGISTRAR'S OFFICE A COPY OF THE PERTINENT DOCUMENT. WE ARE NOT RESPONSIBLE FOR ORDERS THAT WE HAVE NOT BEEN PROVIDED.

NOTE: UNDER THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA), AN EDUCATIONAL AGENCY OR INSTITUTION SHALL GIVE FULL RIGHTS UNDER FERPA TO EITHER PARENT, UNLESS THE AGENCY OR INSTITUTION HAS BEEN PROVIDED WITH EVIDENCE THAT THERE IS A COURT ORDER, STATE STATUTE, OR LEGALLY BINDING DOCUMENT RELATING TO SUCH MATTERS AS DIVORCE, SEPARATION, OR CUSTODY THAT SPECIFICALLY REVOKES THESE RIGHTS. 34 C.F.R. 99.31.(a)(8).

SIBLINGS/OTHER STUDENTS

PLEASE LIST ALL STUDENTS RESIDING IN YOUR HOME THAT ATTEND ANOTHER SCHOOL IN LISD:

STUDENT NAME	SCHOOL	GRADE

PARENT'S/GUARDIAN'S SIGNATURE	DATE
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