



Address/Phone Number Change Form

HCPSS Policy 9000 Student Residency, Eligibility, Enrollment and Assignment states that you must provide:

1. A deed or deed of trust that has all required signatures or an original lease with all required signatures.
2. A current bill for cable television, non-cellular telephone, or gas and electric.

This documentation must be provided by the parent/guardian to each school that siblings/HCPSS students attend.

Proof of Residence (for office use only)

- ☐ Deed ☐ Lease ☐ Utility Bill
☐ Multiple Family ☐ Multiple Family Proof 1 ☐ Multiple Family Proof 2

Student name _____ Current grade _____

Student ID# _____ Date of birth ____/____/____

Previous Address _____ New Address _____

Student lives with: ☐ Both Parents ☐ Mother ☐ Father ☐ Guardian ☐ Caretaker ☐ Foster Parent(s)

Parent/Guardian new phone numbers: Home _____ Cell _____ Work _____

Email address _____

Please list siblings/HCPSS students living at this new address:

Student name _____ Date of birth ____/____/____

Relationship _____ School name _____

Student name _____ Date of birth ____/____/____

Relationship _____ School name _____

Student name _____ Date of birth ____/____/____

Relationship _____ School name _____

Parent/Guardian signature _____ Date ____/____/____