

## **MAHOPAC CENTRAL SCHOOL DISTRICT STUDENT CENSUS REGISTRATION**

If you reside within the Mahopac Central School District and your child is attending a Non Public School, your child's school is eligible to receive funds towards text books and health related services by MCSD. In order to confirm eligibility for your school we are requesting registration information, including proof of birth and residency.

Please complete the "Student Census Form" and provide us with a copy of child's birth certificate and 3 proofs of residency (see acceptable list below).

This information can be mailed, faxed or scanned as follows:

**Office of Central Registration  
Mahopac Central School District  
100 Myrtle Avenue  
Mahopac, NY 10541**

**Phone: 845-621-0656, Ext. 235 (Marie Micol)**

**Fax: 845-628-3034**

**E-mail: [micolm@mahopac.k12.ny.us](mailto:micolm@mahopac.k12.ny.us)**

**District Website: [www.mahopac.k12.ny.us](http://www.mahopac.k12.ny.us)**

### **PRIMARY LEGAL RESIDENCE**

You will be required to present proof that you do reside within the Mahopac School District as follows:

#### **Section A (one item requested):**

- Proof of Ownership of a House or Condominium, such as a copy of Deed or Mortgage Statement
- Copy of Residential Lease/Rental Agreement
- A sworn or unsworn statement by a third-party landlord, owner or tenant from whom the parent leases or shares property within the District establishing physical presence \*
- Other forms of documentation/information to establish physical presence such as current property tax bill, current homeowner's/renter's insurance policy (also see Section B)

#### **Section B (two items requested):**

- Paystub
- Income Tax Forms
- Utility or other bills
- Member documents based upon residency (e.g., library card)
- Voter Registration documents
- Official driver's license, learner's permit or non-driver ID
- State or other government issued identification
- Documents issued by Federal, State or Local agencies (e.g. Local Social Service Agency, Federal Office of Refugee Resettlement)
- Evidence of custody of the child
- Other forms of documentation/information establishing physical presence in the District

**\*The Landlord Affidavit and Residency Affidavit are available on our website or upon request from the Office of Central Registration.**

**STUDENT CENSUS FORM**  
(Students attending Non Public Schools and Not being transported by MCSD)

For School Year: September \_\_\_\_\_ to June \_\_\_\_\_

A separate form must be completed for each child and must be on file with the Office of Central Registration  
Please print legibly with blue or black ink

PRIVATE SCHOOL ATTENDING: \_\_\_\_\_  
SCHOOL ADDRESS: \_\_\_\_\_ City & State \_\_\_\_\_

STUDENT LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_ MI \_\_\_\_\_

Birth City \_\_\_\_\_ Birth State \_\_\_\_\_ Birth Country if not the U.S. \_\_\_\_\_

Birth Date \_\_\_\_\_ Male / Female

HOME ADDRESS \_\_\_\_\_  
City \_\_\_\_\_

MAILING ADDRESS (if different) \_\_\_\_\_

**ETHNICITY**

Is the child Hispanic, Latino, or of Spanish Origin? (Hispanic, Latino, or Spanish origin means a person of Cuban, Mexican, Puerto Rican, Central or South American, or other Spanish culture or origin, regardless of race.) \_\_\_\_\_ Yes, Hispanic \_\_\_\_\_ No, Not Hispanic

Select one or more races from the following five racial groups (Check all groups that apply to your child; check at least one box):

- American Indian or Alaskan Native *A person having origins in any of the original peoples of North and South America, and who maintains cultural identification through tribal affiliation or community recognition.*
- Asian *A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, Philippine Islands, Thailand and Vietnam*
- Black or African American *A person having origins in any of the Black racial groups of Africa*
- Native Hawaiian/Other Pacific Islander *A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands*
- White *A person having origins in any of the original peoples of Europe, North Africa or the Middle East*

**PARENT/GUARDIAN INFORMATION**

Student Resides With:  Mother  Father  Both  Step Mother  Step Father  Foster Parents  Legal Guardian  Other

Name \_\_\_\_\_  Parent  Step Parent  Legal Guardian  Other Male / Female

Employer/Occupation \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Home Phone ( ) \_\_\_\_\_ Business Phone ( ) \_\_\_\_\_ Cell ( ) \_\_\_\_\_

Name \_\_\_\_\_  Parent  Step Parent  Legal Guardian  Other Male / Female

Employer/Occupation \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Home Phone ( ) \_\_\_\_\_ Business Phone ( ) \_\_\_\_\_ Cell ( ) \_\_\_\_\_

TO BE COMPLETED BY SCHOOL PERSONNEL STUDENT ID NUMBER \_\_\_\_\_  
RESIDENCY RECEIVED: \_\_\_\_\_ PROOF OF BIRTH RECEIVED: \_\_\_\_\_ (Original Birth Certificate ONLY) GRADE LEVEL \_\_\_\_\_

I (We) affirm that the information provided on this form is true and correct. I (We) understand that the District may investigate any allegation contained in this form and may ask for written proof of any statement. In order to verify the information or statements provided on this form (including any supporting documents and affidavits), I (we) give consent for the release of this form (including any supporting documents and affidavits) or any information contained in this form to Mahopac Central School District, the landlord, or any other third party in furtherance of the School District's investigation. I (We) understand that if the allegations contained in this form (including supporting documents and affidavits) are determined not to be true and accurate, I (we) will be held responsible for the payment of tuition to the District.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date