



## ***Bernards Township School District Change of Address Form***

<b>Effective Date:</b>	
<b>Student Name(s):</b>	
<b>School/Grade:</b>	
<b>Student ID:</b>	
<b>New Address:</b>	
<b>New Phone:</b>	
<b>Parent Email:</b>	
<b>Previous Address:</b>	

**Please use one form per family. List all children, including those not requiring transportation.**

Bring this form and three original proofs of your new residency (along with a copy of each for our files) to the District Registrar's office, Ridge High School, Counseling Department, 268 South Finley Avenue, Basking Ridge. Originals will be returned to you. *Acceptable proofs of residency include HUD statement, deed, lease, tax bill, sewer bill, utility bills, homeowners or tenant insurance and/or mortgage or bank statements.* If you have any questions, please contact Michele Vitiello at [mvitiello@bernardsboe.com](mailto:mvitiello@bernardsboe.com) or (908) 204-2585, ext. 105.

Once this form is processed, Transportation will be notified of the address change. Please be advised that it will take 4-5 days for a new bus pass to be issued.