

HACKENSACK HIGH SCHOOL  
HACKENSACK, NEW JERSEY  
201-646-7900  
Fax: 201-646-7922

THE FOLLOWING IS A LIST OF ALL DOCUMENTS THAT MUST BE PRESENTED IN ORDER TO ENROLL A STUDENT IN HACKENSACK HIGH SCHOOL:

- SCHOOL RECORDS (TRANSCRIPT) FROM YOUR PREVIOUS SCHOOL SHOWING COURSE WORK AND CREDITS COMPLETED. IF THE STUDENT IS ENTERING THE 9<sup>TH</sup> GRADE, YOU MUST SHOW PROOF THAT THE STUDENT HAS COMPLETED THE 8<sup>TH</sup> GRADE. IF COMING FROM A NEW JERSEY SCHOOL, GEPA OR HSPA SCORES IF AVAILABLE. IF TEST SCORES ARE NOT AVAILABLE, STUDENT WILL BE TESTED BEFORE ENROLLING.
- COMPLETED MEDICAL, INCLUDING IMMUNIZATIONS. IF ENTERING FROM OUTSIDE THE STATE, A PHYSICAL AND MANTOUX MUST BE COMPLETED.
- BIRTH CERTIFICATE, PASSPORT, BAPTISMAL CERTIFICATE OR IMMIGRATION CARD
- PROOF OF RESIDENCE – IF RENTING THIS INCLUDES CURRENT LEASE AND UTILITY BILL. IF YOU OWN YOUR HOME THIS INCLUDES DEED OR CURRENT TAX BILL AND UTILITY BILL.
- PHOTO I.D. FOR PARENT
- IF STUDENT IS NOT LIVING WITH PARENT, GUARDIANSHIP PAPERS FROM THE BERGEN COUNTY COURTHOUSE MUST BE PRESENTED.

**PLEASE BE AWARE THAT A RESIDENCY CHECK WILL BE CONDUCTED AND STUDENT'S PREVIOUS SCHOOL WILL BE CONTACTED FOR DISCIPLINE AND ATTENDANCE RECORDS BEFORE ANY STUDENT CAN ENROLL IN THE HIGH SCHOOL.**

HACKENSACK PUBLIC SCHOOLS  
Hackensack, New Jersey 07601

THE PERSON SIGNING THIS FORM ALONG WITH THE PARENT(S) MUST  
BOTH APPEAR AT THE SCHOOL'S MAIN OFFICE

I \_\_\_\_\_ certify that \_\_\_\_\_  
Print name of Hackensack resident Parent(s) name

Previous Address: \_\_\_\_\_ Town: \_\_\_\_\_ State: \_\_\_\_\_

Previous School's Name & Address: \_\_\_\_\_ Last Day of Attendance: \_\_\_\_\_

Name of Child(ren)	Date of Birth	School	Grade

are residing with me at: \_\_\_\_\_, Hackensack, NJ, \_\_\_\_\_  
Street Apt. # Phone Number

I hereby submit the following documents, which establish my residence in the City of Hackensack.

\_\_\_ A. An original lease, effective during the current school year and a sworn statement by the landlord acknowledging that the persons listed above are approved to live in this residence. The statement must include the landlord's address and phone number.

\_\_\_ B. A recorded deed showing ownership of this residence with the City of Hackensack and current property tax bill;

\_\_\_ C. ID, such as a valid driver's license, passport, etc. and

\_\_\_ D. One of the following additional documents:  
\_\_\_ utility or telephone bill  
\_\_\_ bank statement with your address (please block out all monetary information)  
**\*Please note that additional information may be required.\***

I certify that the information provided on this form is true. I am aware that if any of this information is false I am subject to punishment under the law (NJSA 2C:28-2) and that I will be required to pay tuition for each listed. If any student or parent listed on this form stops living with me, or if I move my residence out of the City of Hackensack within the school year, I will promptly notify the Hackensack Board of Education in writing.

\_\_\_\_\_  
Print your name

\_\_\_\_\_  
Sign your name

Sworn and subscribed before me on this  
\_\_\_\_\_ Day of \_\_\_\_\_ 2 \_\_\_\_\_

\_\_\_\_\_  
A Notary Public of the  
State of New Jersey  
My Commission expires \_\_\_\_\_

\_\_\_\_\_  
Approved to Register Date

200 Residency Report: Apprv \_\_\_\_\_

\_\_\_\_\_  
Rejected-Do not Register Date

**AFFIDAVIT OF LANDLORD**

STATE OF NEW JERSEY    )

SS:

COUNTY OF BERGEN    )

I, \_\_\_\_\_, of full age, being duly sworn upon his or her oath, according to the law, depose and say:

- 1. I am the owner of property located at \_\_\_\_\_ in the City of Hackensack.
- 2. \_\_\_\_\_ is a tenant and has been a tenant at the above premises since month: \_\_\_\_\_, year: \_\_\_\_\_. A copy of this tenant's lease, if same is written from, is attached hereto. In the event that tenant does not have a written lease, the pertinent terms of said lease are as follows:
  - A. Check one of the following: Month to Month \_\_\_\_\_ Year to Year \_\_\_\_\_
  - B. Rental Amount:                 \$ \_\_\_\_\_ per \_\_\_\_\_
  - C. The names of permissible tenants are as follows:

List all the names of the adults and children authorized to live here	
1. _____	5. _____
2. _____	6. _____
3. _____	7. _____
4. _____	8. _____

- 3. I am making this affidavit knowing that the Board of Education of the City of Hackensack will rely on the same in determining whether \_\_\_\_\_ will be considered a pupil who is entitled to an education free of charge.

I understand that if any of the statements made by me are willfully false that I am subject to punishment.

Landlord's Signature: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone #: \_\_\_\_\_

Sworn and subscribed before me  
 this \_\_\_\_\_ day of \_\_\_\_\_  
 year \_\_\_\_\_.

\_\_\_\_\_  
 (Notary Public)