

Little Falls Township Public Schools

INSTRUCTIONS FOR COMPLETING AFFIDAVITS FOR ATTENDANCE AT SCHOOL

In order to enroll in the Little Falls School District, you are required to provide the District with information to establish that your student is eligible to attend school in the District.

Please be aware that N.J.S.A. 18A:38-1 and N.J.A.C. 6A:28-2 specify that a free public education will be provided to any student between the ages of 5 and 20 who is:

- (a) Domiciled in the district, i.e., living with a parent or guardian whose permanent home is located within the District. A home is permanent when the parent or guardian intends to return to it when absent and has no present intent of moving from it, notwithstanding the existence of homes or residences elsewhere.
- (b) Living with a person, other than the parent or guardian, who is domiciled in the District and is supporting the student without compensation, as if the student were his or her own child, because the parent cannot support the child due to family or economic hardship.
- (c) Living with a person domiciled in the District, other than the parent or guardian, where the parent/guardian is a member of the New Jersey National Guard or the reserve component of the U.S. armed forces and has been ordered into active military service in the U.S. armed forces in time of war or national emergency.
- (d) Living with a parent or guardian who is temporarily residing in the District.
- (e) The child of a parent or guardian who moves to another district as the result of being homeless.
- (f) Placed in the home of a district resident by a court order pursuant to N.J.S.A. 18A:38-2.
- (g) The child of a parent or guardian who previously resided in the district but is a member of the New Jersey National Guard or the United States reserves and has been ordered to active service in time of war or national emergency pursuant to N.J.S.A. 18A:38-3(b).
- (h) Residing on federal property with the State pursuant to N.J.S.A. 18A:37-7.7.

DOCUMENTATION

In order to satisfy the legal requirements set forth above, residents who are not the parent(s) or legal guardian(s) of a child and parent(s) or legal guardian(s), seeking to enroll that child in the Little Falls School District, shall submit to the District the affidavits in this admission packet and the documentation requested **annually**.

PROOF OF ELIGIBILITY FOR ENROLLMENT:

THREE PROOFS OF RESIDENCY ARE REQUIRED

The following forms of documentation may demonstrate a student's eligibility:

A total of three documents is required. One must be a primary document.	
PRIMARY DOCUMENTS – MINIMUM OF ONE <u>REQUIRED</u>:	
	Lease & Rent Receipt
	Tax Bill
	Mortgage Statement

FOR RENTAL WITHOUT LEASE, THE FOLLOWING DOCUMENTS ARE <u>REQUIRED</u>:	
	1. Notarized Letter from homeowner stating you and your child(ren) reside at address, AND
	2. The homeowner's proof of ownership (a copy of Deed or Little Falls Tax Bill), AND
	3. Affidavit of Residency form, fully completed and notarized.
SECONDARY DOCUMENTS – MINIMUM OF TWO REQUIRED, with printed name and address:	
	PSE&G Bill
	Pay Stub
	Telephone Bill
	Driver's License

The District may consider other documents and records provided by the non-resident parent(s) and parent(s) or legal guardian(s). In making its determination of eligibility for enrollment, the District will consider the totality of the information provided. You will not be asked for any information or document protected from disclosure by law, or pertaining to criteria which are not legitimate bases for determining eligibility to attend school. However, you may voluntarily disclose such information if you believe it will help establish that the student meets the requirements of law for entitlement to attend school in the District (i.e. income tax returns, citizenship/immigration/visa status documents; documents relating to local housing ordinances or conditions of tenancy, social security numbers).

REMEMBER, you bear the burden of demonstrating the existence of a family or economic hardship which renders the parent(s) incapable of providing support or care for the child. Fraudulent statements or claims for admission will be prosecuted to the full extent of the law. Incomplete packets will not be accepted.

Please be aware that any initial determination of the student's eligibility to attend school in the District is subject to a more thorough review and subsequent reevaluation, and that tuition may be assessed in the event that an initially admitted student is later found ineligible. If your child is found to be ineligible to attend Little Falls Schools, now or in the future, you will be provided with the reasons for our decision and instructions on how to appeal, if you chose to do so.

If you have any questions concerning the enrollment process, please contact the individuals listed below:

School # 1: Mr. Gary Borges, Principal 973-256-1033 x1101

School # 2: Mr. Michael Ryan, Principal 973-256-1386 x2201

School # 3: Dr. Bruce deLyon, Superintendent of Schools/Principal 973-812-9512 x3401

Special Services: Mrs. Wendy McNeill, Director of Special Services 973-256-4810 x1103