

Registration Instructions

To Complete School Registration

The parents or guardians must complete the registration paperwork and provide the following documents:

- Original birth certificate with raised seal
- Custodial Parent/Guardian Affidavit (form attached if applicable)
- Health/Immunization Record
- Provide transfer card (from previously attended school) upon separation
- An unofficial transcript including grades and standardized test scores
- Copy of all discipline and attendance records
- Child Study Team records (if student is classified)
- 504 plan (if applicable)

Proof of Residency

Parent/guardian will be asked to provide one (1) primary and two (2) secondary of the following documents:

Residence Type	Primary One of the following and	Secondary Two of the following
Own	<ul style="list-style-type: none"> ● Original Deed ● Property Tax Bill ● Closing Statement ● Agreement of Sale ● Mortgage Statement* 	Documents with address accepted: <ul style="list-style-type: none"> ● Any Utility bill* ● Insurance documents* ● Court documents* ● Pay Stub* ● Monthly Benefits Statement* ● State issued photo ID (e.g, driver's license) ● U.S. Dept. of Health and Human Services Verification of Release Form
Rent	<ul style="list-style-type: none"> ● Official Lease with Expiration Date ● Notarized Landlord Affidavit of Residency 	Secondary Documents as listed above

**Documents must be dated within 30 days of registration date*

All required documents must be submitted within 30 days of registering or the student might be subject to withdrawal from Red Bank Regional High School. For questions regarding the registration process, please contact Linda Malanowski at 732-842-8000 ext. 212.



RED BANK REGIONAL HIGH SCHOOL

OUR MISSION: TO ENSURE THE ACADEMIC SUCCESS & PERSONAL GROWTH OF ALL STUDENTS WHILE DEVELOPING IN THEM A PASSION FOR LEARNING.

LANDLORD AFFIDAVIT OF RESIDENCY

STATE OF NEW JERSEY

COUNTY OF MONMOUTH

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 Town of Red Bank, Little Silver or Shrewsbury (circle one).
2. _____ is a tenant and has been a tenant at the above premises since _____ (month) _____ (year).

The names of permissible tenants are as follows:

List all names of the adults and children authorized to live here

1.	4.
2.	5.
3.	6.

3. I am making this affidavit knowing that the Board of Education of the Township of Red Bank will rely on the same in determining whether _____ will be considered a pupil who is entitled to an education free of charge.
4. If it is determined that the address stated on this form is not my valid residence, I acknowledge that I will be responsible to pay the tuition rate; established by the State of New Jersey, to the Red Bank Board of Education for each child attending school in Red Bank Regional High School until residency has been established.

Parent(s) Signature: _____ Date: _____

Landlord's Signature: _____

Landlord's Phone # _____

Landlord's Address: _____

Sworn and subscribed before me this ____ day of _____ year _____

My Commission Expires: _____

(Notary Public)



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Guardianship/Residency Affidavit Parent/Guardian

State of New Jersey)
) ss:
County of Monmouth)

I, _____, of full age, being duly sworn according to law, on my oath depose and say:

1. I am the parent/guardian of a child by the name of _____ (hereinafter referred to as "my child").
2. I am domiciled and reside at _____ . This has been my place of domicile and residence since _____.
3. My child is living with _____ (hereinafter referred to as the "District resident")
4. The District resident resides at _____ in the Borough of Red Bank in the County of Monmouth and State of New Jersey.
5. I am not capable of supporting or providing care for my child due to the following family or economic hardship:

and, therefore, my child is living with the District resident, _____, for reasons other than to receive a free education in the Red Bank School District (hereinafter referred to as “the District”). I am attaching to this affidavit any and all documentation that supports my claim of hardship.

6. My child is living in the District’s resident’ home identified above and is being supported by the District resident, without any financial contribution from me or anyone else, as if he/she was the District resident’s own child.
7. No other person is making any financial contribution for food, clothing or lodging on behalf of my child.
8. The District resident intends to keep and support my child gratuitously for a longer time than merely through the school year.
9. The District resident shall assume all personal obligations of my child relative to school requirements and shall ensure that the child complies with all of the policies, rules, and regulations of the District and the laws of the State of New Jersey. In addition, I also assume joint and several liability, along with the District resident by signing this Affidavit, for tuition assessed if my child is determined to have been ineligible for tuition-free enrollment in the District that was allowed by the Red Bank Board of Education (hereinafter referred to as “the Board”).
10. I hereby declare that the statements contained herein are true to the best of my knowledge and belief.
11. I agree to submit additional documentation that the District may request in order to support the validity of the statements I have made herein.
12. I am aware that I have an obligation to notify the District immediately if any of the above circumstances change.

13. This Affidavit is submitted for the purpose of inducing the Board to accept my child as a student in the District on a tuition-free basis. I state that the information contained in this Affidavit is true and accurate and acknowledge the Board's reliance upon the truthfulness and accuracy of this information. If any of the statements contained in this Affidavit are willfully false, I am aware that I am subject to the criminal penalties provided by law for perjury and/or false swearing, and will remain subject to all other obligations and/or liabilities which I have assumed elsewhere in this Affidavit. Specifically, I am aware that I will be personally liable for the payment of tuition for my child retroactive for the period of ineligible attendance of my child in the District.
14. Furthermore, I understand that if I have fraudulently claimed to have given up custody of my child to the District resident, I may be found guilty of a disorderly persons offense under N.J.S.A. 18A:38-1(c).

Signature(s) of Non-Resident Parent(s)

Telephone Number

Sworn and subscribed to before me
this ____ day of _____, 20____

Notary Public

My Commission Expires:_____

Guidance
Department



101 Ridge Road
Little Silver, New Jersey 07739
Phone: (732) 842-8000 Ext. 1241/1251
Fax: (732) 842-4868
www.rbrhs.org

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School Name: _____

School Address: _____

RE: Pupil's Name _____

Date of Birth: _____

Grade: _____

Dear Guidance Director,

The above named student, who attended your school last year, has been admitted to our school. At your earliest convenience, please send the following:

1. Transcript of all grades and credits. Be sure to include grades for this school year to date of withdrawal.
2. Standardized test results. Be sure to include New Jersey HSPA/NJ ASK scores.
3. NJ State ID Number
4. Attendance record
5. Health record.
6. Discipline record.

If an IEP report of the pupil or other information of a confidential nature does exist, please forward it to Ms. Erin Pinto, Director of Special Services, at Red Bank Regional High School.

Thank you for your cooperation.

I authorize release of my child's records to Red Bank Regional High School.

STUDENT SIGNATURE (if over 18)

PARENT SIGNATURE (if student is under 18)

DATE



NJ Smart Survey

Please provide this necessary information to RBR in order to provide the NJ Department of Education with the mandatory data required by each school district. You can return this survey in the stamped envelope provided.

Name of Student: _____

Grade of Student: _____

City of Birth: _____

State of Birth: _____

Country of Birth: _____

City of Residence: _____

Ethnicity: Do you consider yourself Hispanic or Latino? Yes or No (you must circle an answer)

(A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race is considered Hispanic or Latino)

Race:

Definition of Race: The racial category, which clearly reflects the individual's recognition of his or her community or with which the individual most identifies. More than one race category may be reported for an individual.

Do you consider yourself American Indian or Alaska Native? Yes or No

(A person having origins in any of the original people of North and South America including Central America and who maintains a tribal affiliation or community attachment)

Do you consider yourself Asian? Yes or No

(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, and the Philippine Islands, Thailand, and Vietnam).

Do you consider yourself Black? Yes or No

(A person having origins in any of the black racial groups of Africa)

Do you consider yourself Pacific Islander? Yes or No

(A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands)

Do you consider yourself white? Yes or No

(A person having origins of the original peoples of Europe, the Middle East or North Africa)

Red Bank Regional High School
Genesis Parent Portal
Student Information System
Parent Access Request

Please complete the form and return to Red Bank Regional High School Guidance department,
attn: Linda Malanowski or email to Lmalanowski@rbrhs.org

New user name and password

Add children to user name

Parent Last Name: _____ Parent First Name: _____

Parent Email Address: _____

Student Name:

Class of:

20 _____

20 _____

20 _____

I am requesting access to the district's Genesis-Parent Access Webserver. I accept sole responsibility for securing my user account and password.

Parent's Signature: _____ Date: _____

Red Bank Regional High School recommends that all parents and guardians establish an account on Parent Access in order to view their child's academic progress, attendance and report cards.

Your Genesis Parent Access username and password will be enabled and a welcome email will be sent to you. The first time you log into the system you will be required to change your password. Please retain your username and password as these codes will allow you to access your student's data until he/she graduates.

****We recommend not sharing your password with your children. Doing so gives them access to changing your password****