

BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT

580 Erial Road, Blackwood, New Jersey 08012-4550
(856) 227-4106 • Fax (856) 227-6835

www.bhprsd.org

Where inspiring excellence is our standard and student achievement is the result

Dr. Brian Repici
Superintendent

Frank Rizzo
Board Secretary, Business Administrator

Julie A. Scully
Assistant Superintendent

Matthew Szuchy
Director of Curriculum & Instruction

PROOF OF RESIDENCY DOCUMENTATION

The totality of documentation presented will be considered in evaluating an individual student's application for enrollment within the district, and unless expressly permitted by law, the student will not be denied enrollment based upon an inability to provide certain form(s) of documentation where other acceptable evidence is presented.

I. MANDATORY – MUST PROVIDE AT LEAST ONE OF THE FOLLOWING:

- a. Property Tax Bills
- b. Deeds
- c. Contracts of Sale
- d. Leases
- e. Mortgages
- f. Signed letters from landlords
- g. Other evidence of property ownership, tenancy or residency

II. SECONDARY DOCUMENTS – MUST PROVIDE THREE OF THE FOLLOWING:

- a. Current voter registration, licenses, permits, bank statements, utility bills, and other evidence of personal attachment to a particular location
- b. Court orders, state agency, agreements, or other evidence of court/agency placement or directives
- c. Bills or other evidence of expenditures demonstrating personal attachment to a particular location, or where applicable, to support a student
- d. Medical reports, counselor/social worker assessments, employment documents, benefits statements
- e. Affidavits, certificates and sworn attestations pertaining to statutory criteria for school attendance from the parent/guardian or person with whom an “affidavit student”, or adult student is residing
- f. Documents pertaining to military status and assignment
- g. Any business record or document issued by a government entity
- h. Any other form of documentation relevant to demonstrating entitlement to attend school

You will not be asked to present any documentation protected from disclosure by law or pertaining to criteria which does not serve as a legitimate basis for determining eligibility to attend school. You may voluntarily, though, disclose any documentation you believe will help establish that your child meets the requirements by law for enrollment within the district. This information may include, but not limited to: income tax returns, citizenship/visa status documents (unless student possesses or is applying for an F-1 visa); social security numbers/card; documents relative to local housing ordinances of tenancy.

TRITON REGIONAL HIGH SCHOOL

250 Schubert Avenue
Runnemede, NJ 08078-1796
(856) 939-4500 • Fax (856) 939-4724

Mrs. Melissa Sheppard, Principal



@TritonHigh



HIGHLAND REGIONAL HIGH SCHOOL

450 Erial Road
Blackwood, NJ 08012-4599
(856) 227-4100 • Fax (856) 227-3619

Ms. Lisa Owen, Principal



@HighlandHS

TIMBER CREEK REGIONAL HIGH SCHOOL

501 Jarvis Road
Erial, NJ 08081-2169
(856) 232-9703 • Fax (856) 232-5267

Dr. Luis Amberths, Principal



@TimberCreekHS

<https://www.facebook.com/Black-Horse-Pike-Regional-School-District>

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REGISTRATION PROCESS

I. MAKE A REGISTRATION APPOINTMENT:

- a. The parent seeking enrollment within the BHPRSD must withdraw the student from prior district
- b. The parent must accompany the student for the registration process
 - i. HOMEOWNER MUST ATTEND IF AN AFFIDAVIT STUDENT)
- c. Contact the appropriate school to make an appointment as follows:
 - i. HIGHLAND HS: (856) 227-4100, x4036 or x4037
 - ii. TIMBER CREEK HS: (856) 232-9703, x6052 or x6053
 - iii. TRITON HS: (856) 939-4500, x2021 or x2022

II. COMPLETE REGISTRATION PAPERWORK:

- a. Registration paperwork is available on the school/district website or within each school
- b. School Counseling secretary may email paperwork to parent, if applicable
- c. Incomplete paperwork may result in a rescheduled appointment

III. ATTEND REGISTRATION APPOINTMENT WITH DOCUMENTATION:

- a. Please bring the following documents to your scheduled registration appointment:
 - i. Four (4) proofs of residency (See Attached Acceptable Proof of Residency Documents)
 - ii. Student's most recent **Report Card / Academic Transcript**
 - iii. **Withdrawal Form**
 - iv. **Individualized Education Plan (IEP)**, if applicable for the Child Study Team
 - v. Student **Immunization Records**
 - vi. Original or copy of **Birth Certificate** with parents' name
 - vii. **Custody agreement**, if applicable

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