

## **IMPORTANT INFORMATION FOR NEW OR RELOCATING STUDENTS**

### **New to the Germantown School District:**

You must be a legal resident of the Germantown School District to enroll. You will need to provide two forms of proof of residency when registering your child for school in the Germantown School District. Acceptable forms of proof (must provide a minimum of two) would include current utility bills, cell phone bill, rental agreement with current date and contact information of leasing agent, new home closing statement, or occupancy permit (owning property in Germantown does not establish residency per WI State Statutes). For additional information on acceptable forms of proof, please call the district offices at 262-253-3905. You will need to bring the proof of residency to the school when you register. If you are unable to provide two appropriate proofs of residency to the school you will not be able to register and/or may be referred to the district office for assistance. During the summer months when the elementary schools are not staffed, you will need to register and bring your proof of residency to the district offices on Donges Bay Road.

### **Existing Students:**

If you are moving OUT of the Germantown School District, please notify your school or the district office at 262-253-3905. Department of Public Instruction forms are available that will allow your child to continue to attend Germantown Schools for the remainder of the school year and possibly the following school year depending on the date of the move. You will then have the opportunity to apply for Open Enrollment to continue attending Germantown schools. The forms however, must be filled out and filed with the district office. If you are moving WITHIN the Germantown School District boundaries, please contact your school office with the change of address and questions regarding remaining in your existing elementary school. Moves within the district boundaries may also require proof of residency at your new location.