

**Township of Ocean School District  
Department of Special Education  
732-531-5650, Extension #1040**

**NEW STUDENT REGISTRATION INFORMATION**

**PROOF OF AGE:**                      **ORIGINAL BIRTH CERTIFICATE** with the **RAISED SEAL** of the town where the child was born, **MUST BE PRESENTED at registration. (Hospital certificates are not acceptable for Proof of Age).**

**RESIDENCY:**                      **TWO PROOFS OF RESIDENCY ARE REQUIRED:**  
**PLEASE NOTE:**                      You **MUST** reside in Ocean Township in order to register your child. You must present the original documents and a copy for our records. Post Office Boxes are **NOT** considered legal documents for Proof of Residency. You must provide one item from Group A and two items from Group B.

**Group A (select one)**  
Property tax bill  
Current lease agreement  
Mortgage statement  
Sewer tax bill

**Group B (select two)**  
Current utility bill  
Bank Statement  
Current insurance statement  
Vehicle registration

**MEDICAL RECORD**                      Immunization record (most current) must be presented at registration.

**CENTRAL REGISTRATION**    732 531-5600 x3116

If the above documents are not presented at the time of registering your child, the registration will not be processed.

*If you are unable to submit the proofs of residency noted above because you have recently moved into Ocean Township, if you are living with family or friends who are Ocean Township residents, or the child lives with an Ocean Township resident other than the parent or guardian, you must contact Mrs. Amato in the Superintendent's Office at (732) 531-5600, ext. 3000 to obtain Supplementary Enrollment Forms and submit proof of residency for the person who actually owns or leases the home or apartment in which the child lives. If you are unable to produce the above documentation and consider yourself to be homeless, please let Mrs. Amato know and she will direct you to our District Homeless Liaison.*