

# Coweta County School System



## Change of Student Information

**Date:** \_\_\_\_\_

- **Moving within existing school district:** Take the completed form below to your school along with two proofs of residency.
- **Moving outside the existing school district:**
  1. Complete withdrawal paperwork from your current school.
  2. Take the completed address change form along with the withdrawal paperwork and two proofs of residency to your new school.
- **Non-custodial parent or guardian moving:** Submit the completed form below to your child's current school(s).

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**List ALL members of the household requesting an address change below:**

Parent/Guardian Name	Student's Name	Previous School	New School / Moved out of County (Circle One)

Attach separate sheet for additional names

<b>Previous Address:</b>		
City		
Zip		
Single Party Affidavit ( )		Two Party Affidavit ( )
<b>New Address:</b>		<b>Start Date:</b>
City		
Zip		

**New Phone Number(s):**

<b>Mother Home:</b>		<b>Father Home:</b>	
<b>Mother Cell:</b>		<b>Father Cell:</b>	
<b>Mother Work:</b>		<b>Father Work:</b>	

**Change as needed:**

**Change of Name (\*)** \_\_\_\_\_, **Date of Birth** \_\_\_\_\_, **Ethnicity** \_\_\_\_\_, **SS Number** \_\_\_\_\_

\* Court Papers Needed

### Proof of Residence

- Current electric bill in parent's name or letter from the electric company stating service has been connected.
  - Current Lease or purchase agreement in the parent(s) or legal guardian(s) name.
- Two Party Affidavits** (electric bill and lease are in someone other than the parent or guardians' name)
- Take proof of residence to the Board of Education office at 237 Jackson Street, Newnan, GA 30263
  - Parent/guardian

**Once this form has been completed please fax the form to the Central Registration Office at 770-254-5568**

**Date Faxed** \_\_\_\_\_  
**Signature** \_\_\_\_\_