GAHANNA-JEFFERSON PUBLIC SCHOOLS
Welcome Center at Clark Hall
380 Granville Street, Suite A
Gahanna, OH 43230
(614) 643-8300

Change of Address

Families who move within the school district will need to complete a Change of Address form and provide proof of residency in Gahanna. Documents that are accepted to prove residency include: real estate tax duplicate, mortgage statement, or current lease **along with** a current gas or electric bill. The documents must show the parent/guardian's name and address in the school district. An apartment or house lease must contain the names of the legal parent/guardian. A photo ID is also required.

Please list all students who reside at this address.

Student Name(s)	Grade	Current School of Attendance	New School of Attendance

Current Address:

Street Address	Apartment #	City and Zip Code

New Address:

Street Address	Apartment #	City and Zip Code

Have you applied for an in-district transfer?	Yes	No
Is this for the remainder of the current school year?	Yes	No
Is this for the next school year?	Yes	No
Are you the custodial parent/guardian?	Yes	No
Has there been a change in the custodial parents' marital status? If answered yes, please provide the current court order or decree.	Yes	No

Non-custodial Parent Address and Phone Information:

Street Address	Apartment #	City and Zip Code
Home Phone	**Cell Phone**	**Work Phone**

_____
Custodial Parent/Guardian Name

_____
Custodial Parent/Guardian Signature

Revised 11/13