



# MORRIS HILLS REGIONAL DISTRICT

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March 2019

Dear Parent/Guardian:

In our continuing efforts to ensure that all students who receive services from Morris Hills Regional District (transportation, aid in lieu payment, paid tuition to Morris County School of Technology, etc) meet residency requirements, each student will be required to provide current proofs of residency. Registration will be conducted in accordance with N.J.S.A. 18A:38-1 and Board Policy 5111.

The registration process is very simple:

- 1) Complete the enclosed "Application for Registration" form.
- 2) **Attach a copy of your child's birth certificate.**
- 3) Attach photocopies of proofs of residency (1 from Column A and 1 from Column B) as follows:

<b>Column A (must submit one):</b>	<b>AND</b>	<b>Column B (must submit one):</b>
Deed*		Driver's License (both sides)*
Mortgage Statement*		Motor Vehicle ID Card
Tax Bill from Municipality*		Voter Registration Card
Closing Statement showing ownership*		Current Automobile Registration Card
Current complete lease/rental agreement with signatures*		Homestead Rebate Claim*
		Two Utility Bills (gas, electric, water, etc.; no cell phone bills)*

\*financial information/license # can be blacked out

If you cannot provide the proofs listed above, please contact the Transportation Office for additional options. **It is important to note that no services will be provided unless residency has been confirmed.** We are providing you with this early communication so that the process can be completed in a timely fashion. The completed application for registration and the proofs of residency must be returned by **February 1, 2019** directly to the **Transportation Office, 520 West Main St., Rockaway, NJ 07866, Attn: Gerry Retana, or scanned and emailed to [transdept@mhrd.org](mailto:transdept@mhrd.org).**

Sincerely,

Superintendent of Schools

*"Excellence in Education"*

MORRIS HILLS HIGH SCHOOL, 520 West Main Street, Rockaway, NJ 07866 973 664 2309  
MORRIS KNOLLS HIGH SCHOOL, 50 Knoll Drive, Rockaway, NJ 07866 973 664 2209