



Beaumont Independent School District
 3395 Harrison Avenue
 Beaumont, TX 77706



CHANGE OF ADDRESS FORM
(Please Print)

If a student's residence or contact information changes during the school year, following spring registration or over the summer, the parent or guardian is required to notify the school. The parent or guardian must complete a change of address form and provide new proof of residency documentation. This information must be submitted within thirty (30) days of any move or change of address. This form should be returned to the Main Office or Registrar's Office of your child's school. Students discovered to have moved out of the school zone who have not informed the school of the updated address may be withdrawn immediately and placed in the school to which the current residence is zoned. (Note: Students who meet the eligibility requirements for McKinney-Vento Homeless Education Assistance do not have to submit proof of residency documentation.)

PRINT NAME OF STUDENT(S)	GRADE	DOB	ID#	ENROLLED CAMPUS
1.				
2.				
3.				
4.				

Print full NAME of PARENT/LEGAL GUARDIAN with whom student resides:			<input type="checkbox"/> MUST ATTACH A COPY OF PHOTO ID
Home Phone #:	Cell Phone #:	Email Address:	

OLD PHYSICAL ADDRESS			NEW PHYSICAL ADDRESS:		
Street:	Apt#		Street:	Apt#	
City:	State:	Zip:	City:	State:	Zip:

ATTACH TWO (2) REQUIRED PROOFS OF RESIDENCY	
NOTE: ADDRESS CHANGES CANNOT BE PROCESSED WITHOUT COMPLETE RESIDENCY DOCUMENTATION	
COLUMN A (Must present 1 item from this column)	COLUMN B (Must ALSO present 1 item from this column)
<input type="checkbox"/> Property Deed/Current mortgage statement	<input type="checkbox"/> Current utility bill (i.e. water, gas, electric, cable)
<input type="checkbox"/> Executed closing/escrow papers (dated within 45 days of enrollment)	<input type="checkbox"/> Current year BISD Property Tax Statement
<input type="checkbox"/> Current, executed lease/rental agreement	<input type="checkbox"/> Current year IRS Tax Statement/W-2/1099
<input type="checkbox"/> Landlord verification w/recent proof of payment	<input type="checkbox"/> Current motor vehicle registration
<input type="checkbox"/> Letter from approved agency (Residential/Foster Home)	<input type="checkbox"/> Current mail from federal, state, county, city agency
<input type="checkbox"/> Other, as approved by Superintendent/Designee:	

◆ **PARENT ATTESTATION:** The information as submitted on this form and on any attached documentation is accurate, complete and true to the best of my knowledge. I understand that falsification of a document related to school records is a criminal offense (Penal Code 37.10) and that a person who knowingly falsifies information on a form required for enrollment is liable for tuition or costs if the student is not eligible for enrollment in the district. In addition to these penalties, a student's enrollment will be revoked if the above address is not the bona fide residence.

SIGNATURE OF PARENT/LEGAL GUARDIAN _____
DATE

-OFFICIAL SCHOOL USE ONLY-		
Documentation Complete: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Address updated in TEAMS:	Signature of School Staff Member: