



## Student Information Change Form

Submit to Jennifer McDonough 🐾 Complete All Fields

|               |  |             |  |
|---------------|--|-------------|--|
| Student Name: |  | Student ID: |  |
| Grade:        |  | Date:       |  |

### STUDENT'S CURRENT/NEW ADDRESS:

Street Address \_\_\_\_\_

Apt.# \_\_\_\_\_

### STUDENT'S UPDATED CONTACT INFORMATION:

Primary Phone Number *(Will receive HISD call outs)* \_\_\_\_\_

Guardian #1 \_\_\_\_\_

Phone Number \_\_\_\_\_

email \_\_\_\_\_

Guardian #2 \_\_\_\_\_

Phone Number \_\_\_\_\_

email \_\_\_\_\_

Emergency \_\_\_\_\_

Phone Number \_\_\_\_\_

email \_\_\_\_\_

Parent Signature \_\_\_\_\_

Date \_\_\_\_\_

Printed Name \_\_\_\_\_

#### FOR ADDRESS CHANGES:

Parents must attach **TWO** of the following:

- 🐾 Original & current utility bill (Only electric, water or gas)
- 🐾 Original and current lease.
- 🐾 Additional mail addressed to the parent and received at the address MAY be required.
- 🐾 A home visit MAY be necessary to confirm residence.
- 🐾 If the parent is not the leaseholder or homeowner, a copy of an original and current utility bill (gas, water or light) AND an original current lease for the person they are residing with, a letter stating the amount of time the parent has resided there and a copy of their ID will be required.