Department of Education

**PROVISIONAL ADMISSION FORM**

_____
Date

Dear _____:
Name of Parent/Guardian

State Education Law 101.7(c) and Chancellor's Regulation A-101 require that address information must be provided upon registering your child in school. This information enables the school to contact you in the case of an emergency, to effectively communicate with you, or when needed, to conduct home visits.

The proof of address that you have provided does not meet the requirements set forth in Chancellor's Regulation A-101. As a result, your child is being admitted to school on a provisional basis pending an address investigation and/or the submission of additional documents establishing address.

If the results of the investigation indicate that your child resides at an address that is not zoned for this school or district, your child will be transferred to an appropriate school which s/he is eligible to attend based on his/her residence.

Thank you for your cooperation in this matter.

Sincerely,

_____
Principal

- or –

_____
Office of Student Enrollment