



Charter School District

Inspire all students to achieve their greatest potential!

2024 – 2025 Student Information Updates / Change of Address

Please complete all sections that need to be updated in Skyward. You may put siblings on the same update form, if the updates are all the same for all students listed. Please be sure to list their current grade level(s).

Student Name: _____ Grade: _____ Date: _____
Student Name: _____ Grade: _____ Date: _____

Change of Address

For change of address completion, you are required to provide the following:

A VALID DRIVER'S LICENSE (PICTURE ID) AND ONE OF THE FOLLOWING WITH NEW PHYSICAL ADDRESS LISTED: DEED, Lease, RENTAL AGREEMENT, or MAJOR UTILITY BILL (GAS, ELECTRIC OR WATER) (CABLE, CELL OR CREDIT CARD BILLS NOT ACCEPTED)

Parent Name: _____ Effective Date: _____ Current Bus Number: _____
Current Address: _____ City: _____ State: _____ Zip: _____
New Address: _____ City: _____ State: _____ Zip: _____

Parents Signature: _____ Date: _____ Completed By: _____ Date: _____

*You will be contacted by the transportation department regarding your new bus number, stop information, and date new transportation will start.

New bus number: _____ Stop: _____ Pickup: _____ Drop off: _____ Start date: _____

FOR MORE INFORMATION, AND TO PROCESS THE CHANGE OF ADDRESS, PLEASE CONTACT THE DISTRICT REGISTRAR AT [KELLIE.SETARO@CHARTERS-SCHOOL-DISTRICT.COM](mailto:kellie.setaro@charter-school-district.com) OR BY CALLING 724-746-1400 X 104.

Parent/Guardian/Emergency Contact Update

Please circle if information is to be added or deleted and return it to Kellie Setaro-Gales in the Administrative Office or via email.

Parent/Guardian: _____ Add/ Delete _____ Parent/Guardian: _____ Add/ Delete _____
Parent/Guardian Phone: _____ Add/ Delete _____ Parent/Guardian Phone: _____ Add/ Delete _____
Parent/Guardian Email: _____ Add/ Delete _____ Parent/Guardian Email: _____ Add/ Delete _____
Emergency Contact: _____ Add/ Delete _____ Emergency Contact: _____ Add/ Delete _____
Parents Signature: _____ Date: _____ Completed By: _____ Date: _____