



## PARAMUS PUBLIC SCHOOLS

145 Spring Valley Road, Paramus, New Jersey 07652-5390  
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### Summer Registration and Residency Process

Residency verification and registration will be centralized at the district offices during the summer months. Thereafter, residency verification will take place at the district offices and registration will take place at each local school.

#### Summer Process

Residency verification and registration will be held by **appointment only** from July 1<sup>st</sup> to August 30<sup>th</sup>, Monday through Friday between the hours of 9:00 am and 3:00 pm at the district office – 145 Spring Valley Road. Please call (201) 261-7800 extension. 3318 or extension 3053 to schedule an appointment.

#### School Year Process

Effective September 1<sup>st</sup> to June 30<sup>th</sup>, residency verification will take place by appointment at the Business Office between the hours of 9:00 am to 4:00 pm. Upon verification of residency, registration will take place at each local school.

#### Residency & Registration Forms

It is recommended that prior to the scheduled appointment the following forms be prepared for presentation.

1. Residency Forms – Including original proofs of documents along with copies.
2. Registration Forms

Please visit the districts website for residency and registration information and to obtain copies of forms. [www.paramus.k12.nj.us/ppsd/District/Residency and Registration/](http://www.paramus.k12.nj.us/ppsd/District/Residency%20and%20Registration/)

#### Contact Information

Questions regarding the summer school residency and registration process can be direct to the business office at 201 261-7800 ext 3318 or 3053 between the hours of 9:00 am – 3:00 pm.