



**ISLAND TREES SCHOOL DISTRICT  
74 FARMEDGE ROAD, LEVITTOWN NY 11756-5205**

**REGISTRATION REQUIREMENTS**

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THREE (3) PROOFS OF RESIDENCY:

If you **own your home** you will need a copy of one of these:

MORTGAGE or  
HOUSE DEED or  
NASSAU COUNTY TAX BILL or  
HOMEOWNERS INSURANCE POLICY

*Or*

If you are **renting** you will need a copy of one of these:

LEASE or  
RENT RECEIPT or  
HOMEOWNERS STATEMENT NOTORIZED  
WITH PROOF OF OWNERSHIP ATTACHED (One from above)  
[You can obtain this from our office]

*And*

**TWO CURRENT BILLS** - example Telephone, Water, LIPA, Fuel, Cablevision

DRIVERS LICENSE OF BOTH PARENTS AND CAR REGISTRATIONS or INSURANCE CARD  
(Even if the address is still incorrect)

FOR EACH STUDENT WE NEED:

- ✓ **ORIGINAL** BIRTH CERTIFICATE
- ✓ IMMUNIZATION RECORDS
- ✓ COMPLETED REGISTRATION FORM
- ✓ COPY OF LATEST REPORT CARD OR SCHEDULE
- ✓ DIVORCED PARENTS: If parents are divorced or separated, proof of custody must be presented. The District will not restrict access to a child by the non-custodial parent unless an appropriate court order is provided.

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**PLEASE CALL TO SCHEDULE AN APPOINTMENT WITH:**

REGISTRAR: MRS. CAROLE LOFASO

TELEPHONE: 516-520-2111

FAX: 516-520-4970

PLACE: 74 FARMEDGE RD, LEVITTOWN -- 2ND FLOOR  
ROOM 201