



NEW YORK STATE SENATOR

Martin J. Golden

Department of Education to Open Registration Centers Across the City This Week for New Students

MARTIN J. GOLDEN August 30, 2011

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Annual Late Summer Registration Effort for New or Re-entering Students Runs

August 31 - September 16

The New York City Department of Education today announced that it will open 12 Student Registration Centers on Wednesday, August 31, to enroll new students for the opening of school. Procedures vary across the following categories of students:

All new high school students or those re-entering the system after an absence—both general education and special education— should register at a Student Registration Center in their borough of residence.

New or re-entering general education elementary and middle school students without a zoned school should also register at a Student Registration Center in their borough of residence.

New elementary and middle school students who have zoned schools should register at their zoned schools starting Thursday, September 8.

New elementary or middle school students who require special education placements should register at Special Education Enrollment Sites assigned to their districts of residence.

Parents can find their children's zoned schools, the nearest Student Registration Centers, or Special Education Enrollment Sites by calling 311 or visiting the Department's Web site at schools.nyc.gov. Enrollment staff at Student Registration Centers will meet with students and their parents to facilitate registration. Interpretation services will be available at each center. All forms and parent materials will be available in English and translated into nine languages (Arabic, Bengali, Chinese, French, Haitian Creole, Korean, Russian, Spanish, and Urdu).

Beginning Wednesday, August 31, through Friday, September 16, the Student Registration Centers will be open five days a week from 8 a.m. to 3 p.m. The centers will be closed on Monday, September 5, for Labor Day.

Parents must bring their children with them to register. In addition, the following documents are required:

Proof of residence. Parents must bring any two of the following documents:

A residential utility bill (gas or electric) in the resident's name and dated within the last 60 days;

Documentation or letter on letterhead from a federal, state, or local government agency indicating the resident's name and address and dated within the last 60 days;

An original lease agreement, deed, or mortgage statement for the residence;

A current property tax bill for the residence;

A water bill for the residence dated within the last 60 days;

Official payroll documentation from an employer dated within the last 60 days, such as a form submitted for tax withholding purposes or payroll receipt (a letter on the employer's letterhead will not be accepted);

Child's birth certificate or passport;

Child's immunization records;

Child's latest report card/transcript (if available);

Child's Individualized Education Program (IEP) and/or 504 Accommodation Plan (if applicable and available).

Student Registration Centers

Borough

School Name

Address

Bronx

PS/IS 194

1301 Zerega Avenue

Bronx

Theodore Roosevelt

Educational Campus

500 East Fordham Road

Brooklyn

The Montauk

4200 16th Avenue

Brooklyn

Brooklyn Technical High School

29 Fort Greene Place (Basement)

Brooklyn

Brooklyn High School of the Arts

345 Dean Street

Brooklyn

Clara Barton High School

901 Classon Avenue

Manhattan

George Washington

Educational Campus

549 Audubon Avenue

Manhattan

Joan of Arc Complex

154 West 93rd Street

Manhattan

The American Sign Language and English Secondary School

225 East 23rd Street

Queens

Long Island City High School

14-30 Broadway

Queens

Thomas A. Edison Career and Technical Education High School

165-65 84th Avenue

Staten Island

The Michael J. Petrides School

715 Ocean Terrace, Building B

Special Education Enrollment Sites

Borough

Districts Served

Address

Bronx

8, 11, 12

1301 Zerega Avenue

Bronx

9, 10

500 East Fordham Road

Brooklyn

17, 18, 22

5619 Flatlands Avenue

Brooklyn

20, 21

415 89th Street, 5th floor

Brooklyn

13, 14, 15, 16

131 Livingston Street

Brooklyn

19, 23, 32

1665 St. Marks Avenue

Manhattan

1, 2, 4

333 7th Avenue, 12th Floor

Manhattan

3, 5, 6

388 West 125th Street

Queens

24, 30

28-11 Queens Plaza North, 5th Floor

Queens

25, 26

30-48 Linden Place, 2nd Floor

Queens

27

82-01 Rockaway Boulevard

Queens

28, 29

90-27 Sutphin Boulevard

Staten Island

31

715 Ocean Terrace, Building A, Room 153

