



Proofs of Residency Requirements

ALL STUDENTS MUST HAVE: Birth Certificate, Parent ID & 2 Proofs of Residency on file.

ACCEPTABLE DOCUMENTS TO SUBMIT:

- Cell Phone/Telephone Bill **dated within past 30 days**
- Utility Bill (gas/electricity) **dated within the past 30 days**
- Satellite/Cable TV bill or installation receipt **dated within the past 30 days**
- Furniture Rental Statement **dated within the past 30 days**
- Auto Insurance ID card
- Original Lease Agreement from an Apartment Complex or Real Estate Company (NO private rentals/landlords)
- Payroll Check issued **within past two weeks**
- Social Security Statements **dated within the past 30 days**
- DSS Documentation **dated within the past 30 days**

Schenectady Registration - Schenectady students must fill out a Registration form in addition to submitting proofs. <http://www.schenectady.k12.ny.us/CentralRegistration.htm>

Lansingburgh Registration - Lansingburgh students must register at District Offices located at 576 Fifth Ave. Troy, NY 12182 (Phone: 233-6850)

Troy Registration - All students must register within the Troy City School District located at School 12: 475 First Street. Troy, NY 12180. (Phone: 518-328-5052)

- Utility bill (National Grid)
- Lease or Rental Agreement
- Notarized letter or form from landlord
- Mortgage Statement

If you have any questions or your district is not listed, please contact our Main Office.



REGISTRATION DETAILS

This is a registration reference regarding new applicants for the 2020-2021 school year. Please read this document carefully as it is specific according to the district your family resides in.

Albany Residents- Please return the Enrollment and Bus Application to the Main Office. Students who live 1.5+ miles from Green Tech will receive a bus pass through the City of Albany. Bus routes can be configured upon your request. Contact the Green Tech Main Office for more information at 518-694-3400 or frontdesk@greentech.org.

Bethlehem and Cohoes Residents- Please return the Enrollment Application to the Main Office. Green Tech will provide Navigator Cards for student transportation.

East Greenbush Residents- Please return the Enrollment Application to the Main Office. **To solidify transportation, you must register your student at the District Office located at 29 Englewood Ave. East Greenbush, NY 12061.** Please be sure to call (518) 207-2500 to schedule an appointment.

Guilderland Residents- Please return the Enrollment Application to the Main Office. **To solidify transportation, you must register your student at the District Office located at 8 School Rd. Guilderland, NY 12085.** Please be sure to call (518) 518-456-6200, ext. 3109, or email Zeynep Rice at ricez@guilderlandschools.net to make an appointment.

Lansingburgh Residents- Please return the Enrollment Application to the Main Office. **To solidify transportation, you must register your student at the District Office located at 55 New Turnpike Road. Troy, NY 12182.** Please be sure to call (518) 233-6850 to schedule an appointment. **Families MUST submit a registration receipt to Green Tech.** Please visit their website regarding registration details at: <https://www.lansingburgh.org/student-registration>

Niskayuna Residents- Please return the Enrollment Application to the Main Office. **To solidify transportation, you must register your student at the District Office located at 1239 Van Antwerp Road, Niskayuna, NY 12309.** Please be sure to call (518) 377-4666 ext. 50714 to schedule an appointment. Please visit their website regarding registration details at: <https://www.niskayunaschools.org/register-a-student/>

Schenectady Residents- Please return the Enrollment Application and Schenectady Registration form to the Main Office. Students will be transported by Green Tech's Schenectady Bus. Please contact the Main Office details and route info.

South Colonie Residents- Please return the Enrollment Application to the Main Office. **To solidify transportation, you must register your student at the District Office located at 102 Loralee Dr. Albany, NY 12205.** Please be sure to call their district office at (518) 869-3576 to schedule an appointment.

Troy Residents- Please return the Enrollment Application to the Main Office. **To solidify transportation, you must register your student at the District Office located at 475 First St. Troy, NY 12180.** Please be sure to call (518) 328-5007 to schedule an appointment. Documents can be faxed to 518-271-5445. Please visit their website regarding registration details at: <http://www.troycsd.org/district-services/registration/>

Watervliet Residents- Please return the Enrollment Application to the Main Office. **To solidify transportation, you must register your student at the District Office located at 1245 Hillside Drive in Watervliet, NY 12189.** Please visit their website at <https://www.watervlietcityschools.org/register-a-student/student-registration-forms-and-information/> or contact Ms. Mele, Registrar at 518-629-3204 or via email at dmele@vlietschools.org.