



*Email sent home July 1*

Good morning.

On June 20th, you received an email regarding the MSD re-registration program conducted in the summer for rising 5th and 9th grade families (a copy of that email is below).

Genesis is now open for you to schedule your re-registration conference. Genesis > Conferences > list of days (dates are listed below). Be sure to select the student who is in 5th or 9th grade.

If you have a student in both grades, only one appointment is necessary.



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Click on the day you'd like and reserve your time slot:



All appointments will be held in **library at Metuchen High School.**

Please review details below for information on what you'll need to bring with you to re-register:

1. Your driver's license or photo ID
2. An item from both Column A and Column B in the chart below

Thank you

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Email sent on June 20, 2024

To all families of rising 5th and 9th graders:

The Metuchen School District will once again conduct a mandatory re-registration program for families of students who will enter the 5th and 9th grades next year. Families are required to submit verification of residency.

Re-registration meetings will take approximately 5 minutes and will be **held in Metuchen High School**.

Appointments will be offered on

**Day 1** July 10th 2:30-6:30

**Day 2** July 11th 3:00-7:00

**Day 3** July 20th 9:00-Noon

**Day 4** July 23rd 3:00-7:00

**Day 5** July 24th 3:00-7:00

**Day 6** Aug 20th 4:30-8:30

Genesis will open for the scheduling of your appointments on July 1st. You will receive an email announcing appointment scheduling availability.

Please view the chart below. One item from each column is needed for residency verification

**Note: Every attendee must bring a driver's license to verify that they are the student's parent/legal guardian.**

One from <b>COLUMN A</b>	And one from <b>COLUMN B</b>
Current Property Tax Bill or if new home purchase, then deed.	Current utility bill. This <u>can be printed from online account</u> .  Guardian's name and address must be visible.
Current Lease valid for the school year: <ul style="list-style-type: none"><li>• Dates <u>must be listed clearly</u>.</li><li>• Student's names <u>must be listed as occupants</u>.</li><li>• <u>Landlords</u> phone number must be provided.</li></ul>	Car insurance or Health Insurance with guardian's name and address visible.

**Teacher assignments/schedules for the 2024-25 school year will not be released to a family if re-registration hasn't been completed.**

Thank you.

# FAQ's

**Q:** How do I obtain my latest tax bill?

**A:** DO NOT CALL BORO HALL TO REQUEST IT.

Obtain a copy [HERE](#).

**Q:** How do I get the student name on my lease?

**A:** Ask your landlord to add student's names as occupants to the lease

or obtain a letter on your landlord's letterhead.

**Q:** What if I cannot make any of the available appointment times?

**A:** [Email District Registrar, Mrs. Hallas](#) upon your return. She will provide you with an appointment at Moss School after Aug 20th.

**Q:** If I just registered into MSD within the past couple of months, do I

need to re-register?

**A:** No, you do not need to re-register. Your documents are up-to-date.