



Teunis G. Bergen, PS 9

80 Underhill Avenue
Brooklyn, New York 11238
Phone: (718) 638-3260 Fax: (718) 622-2961
Mrs. Sandra D'Avilar, Principal
Mrs. Deborah Smith, A.P.

Registration Fall 2011

Registration begins:

Tuesday, September 6, 2011

Registration will occur Monday-Friday, 9am to 12pm. Families outside of PS9's school zone must first contact Charmaine Derrell-Jacob, at (718)638-3260X1121 or email cderrell@schools.nyc.gov.

When you come to register, please bring your child with you. You also must bring:

- Child's birth certificate or passport
- Child's immunization records
- Proof of residence, which will be verified by any two of the following:
 - A residential utility bill (gas or electric) in the resident's name issued by National Grid, Con Edison, or the Long Island Power Authority; must be dated within the past 60 days
 - Documentation or letter on letterhead from a federal, state or local government agency, including the Internal Revenue Service (IRS), City Housing Authority, Human Resources Administration (HRA), the Administration for Children's Services (ACS), or an ACS subcontractor indicating the resident's name and address; must be dated within the past 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; must be dated within the past 60 days
 - Official payroll documentation from an employer such as a form submitted for tax withholding purposes or payroll receipt; a letter on the employer's letterhead will not be accepted; must be dated within the past 60 day
 - Child's latest report card/transcript (if available)
 - Child's Individual Education Program (IEP) and/or 504 Accommodation Plan (if applicable and available)

For more information log onto:

<http://schools.nyc.gov/ChoicesEnrollment/Elementary/default.htm>