

Welcome to the Highland Falls –Fort Montgomery Central School District

We are pleased to assist you in registering your child in our schools. The HFFMCS D website, www.hffmcsd.org has an overview of our programs, policies, and the forms you will need to enroll your child in our school district.

There are two parts to our registration process. To begin the process you will need to complete the Student Information and Registration form. You need to provide three (3) forms of proof of residency, demonstrating that you reside within the school district. This may include but is not limited to:

- Lease
- Electric Bill
- Phone Bill
- Driver’s License
- Paycheck Stub

The second step asks that you make an appointment to meet with the child’s guidance counselor or building administrator. At the secondary level they will help with course selection, and at the primary and intermediate schools a formal screening will assist us in meeting your child’s individual needs. Additionally, you will need to complete the following forms:

- Health Questionnaire, includes proof of immunization
- Release of Records Form
 - Please provide a copy of the student’s transcript or most recent report card if applicable
- Student Emergency Contact Information Form (includes contact information for our automated notification system)
- Military Affiliation Questionnaire
- Media Permission Opt-out Form
- Home Language Questionnaire
- Internet Use Policy Sign-off

We ask you to contact the appropriate building staff, the phone numbers and address is as follows:

School Name and Address	Grades	Contact Name and Phone Number
Fort Montgomery Elementary School PO Box 287 Highland Falls, NY 10928	Grades K-2 Pre-K beginning Sept. 2015	Dora Smith 845-446-1008, ext. 4500
Highland Falls Intermediate School PO Box 287 Highland Falls, NY 10928	Grades 3-8	Mary Papa 845-4464761, ext. 3500
James I. O’Neill High School PO Box 287 Highland Falls, NY 10928	Grades 9-12	Suzanne Schmidt 845-446-4914, ext. 2600