

Intent to Purchase Registration Checklist

Intent to Purchase is defined as a family that has made a legal agreement to purchase a residence in Springfield or Morton. In addition to the Student Registration Packet, the forms included in this Intent to Purchase Packet must be provided at the time of your appointment.

STEP 1: ORIGINAL DOCUMENTS TO BRING TO YOUR APPOINTMENT:

1. **Agreement of Sale** with settlement date and no contingency clauses for the existing residence.
2. **Mortgage Commitment letter** for the new residence.
3. **Proof of Parental Identification** – State Driver’s License or State Photo ID at existing address.

STEP 2: FORM TO COMPLETE, PRINT AND BRING TO YOUR APPOINTMENT:

1. **Intent to Purchase Agreement** – This form must be completed by the parent/guardian.

STEP 3: PROOF OF RESIDENCY – REQUIRED 30 DAYS FROM SETTLEMENT:

The original documents listed on the Student Registration Checklist must be presented within thirty (30) calendar days from settlement to complete the proof of residency at the new address.

**** PLEASE HAVE YOUR PACKET COMPLETED BEFORE YOUR SCHEDULED APPOINTMENT ****

A Student Registration Packet must also be completed for each student registering

BLDG #: _____
School Yr: _____
Grade: _____

SPRINGFIELD SCHOOL DISTRICT
SPRINGFIELD, PENNSYLVANIA 19064

INTENT TO PURCHASE AGREEMENT

We have entered into negotiations to become residents of the Springfield School District at the following address:

To provide education continually during the school year we would like our child(ren) to enter school in the Springfield School District on: _____.

Name	Grade
_____	_____
_____	_____
_____	_____
_____	_____

We understand that a tuition free grace period of two (2) months is allowed by the School Board under these circumstances. A copy of the Agreement of Sale and the Mortgage Commitment letter must be submitted with this form to the Central Registration Office. In the event that we have not become residents of the Springfield School District by the end of this period, we agree to pay tuition at the current tuition rate* until we become residents of the School District. The estimated costs are \$6,206.62 for kindergarten, \$12,413.23 for elementary, and \$12,907.52 for secondary for the school year.

We will notify the school office within one (1) week of the time we move into the school district and make arrangements to come in to provide proof of permanent residency.

Current Address: _____

Current Telephone: _____

Signature of Parent/Guardian Date

Signature of SSD Representative Date

*Tuition rates subject to change after PDE Approved Tuition Rates posted