

DIRECTIONS: *(for all residents Manheim Central School District).*

IMPORTANT- C census Instructions-Online Form.

- 1) The census form should be completed to include all members living in your home. List all residents of the household, by last name, first name and middle initial. First (in the upper section) all adults 18 years of age and older including children attending college. Next, (in lower section) all children under 18 years of age or still in high school. Make sure to include all residents in your household (i.e., newborns, adoptees, elderly, etc.). Do not include visitors. If someone is no longer in the residence, list name and put an “X” in the delete name column next to that name.
- 2) **Options for completing this census form:**
- a) **NO CHANGES - if all information is correct** - check the box, fill in your dwelling number (located under the mailing address on your mailed form), enter your residence/street address and hit the submit button at the bottom of form.
- b) **CHANGES - if any information is added or changed** - check the box, fill in your dwelling number (located under the mailing address on your mailed form), enter changes to form on the line where needed, enter your residence/street address and hit the submit button at the bottom of form.
- c) **NEW INFORMATION - if all information is new** - check the box, enter dwelling number (located under the mailing address on your mailed form), fill in complete form, enter your residence/street address and hit the submit button at the bottom of form.
- 3) Codes for completing this form.
- Employment status:** Please select the most applicable employment status code from the list below:
- | | |
|---|-----------------|
| FT - Full-time Employment (at least 35 hours per week) | UE - Unemployed |
| PT - Part-time Employment (less than 35 hours per week) | RT - Retired |
| SE - Self-Employed | HM - Homemaker |
| FS - Full-time Student | DI - Disabled |
| PS - Part-time Student | MI - Military |
- | | |
|----------------------------------|-------------------------------|
| Grade | Head of Household |
| (list grade currently attending) | Yes = Head |
| | (only one person per address) |
- 4) For school-aged children, list the school your children are currently attending this year.
- | | | |
|---|-----------------------------------|----------------------------|
| <u>Manheim Central School District</u> | 22 - Lititz Mennonite School | 45 - Iron Grove |
| 01 - Manheim Central HS | 23 - Lititz Christian School | 46 - Dayspring Christian |
| 02 - Manheim Central MS | 25 - New Story School | 47 - Our Lady of Angels |
| 03 - Baron Elementary | 27 - Ephrata Christian School | 48 - Resurrection Catholic |
| 10 - Doe Run Elementary | 28 - Linden Hall School | 49 - All Charter/Cyber |
| | 30 - Montessori Academy | 50 - Fairland Rd. School |
| | 31 - Mt. Calvary School | 51 - Oak Lane Mennonite |
| <u>Other</u> | 32 - Our Mother of Perpetual Help | 52 - Hope Mennonite |
| 11 - Manheim Christian Day School | 33 - Sacred Heart Parish School | 53 - Eby Chiques Amish |
| 12 - Lancaster Co. Christian School | 34 - St. Anne School | 54 - Susquehanna Waldorf |
| 13 - Lancaster Mennonite School | 36 - St. Leo the Great School | 55 - Elm Amish Parochial |
| 14 - Lancaster Country Day School | 37 - Pleasant Valley School | 56 - Other Public School |
| 15 - Lancaster Catholic High School | 38 - Locust Grove School | 57 - Old Line Amish |
| 16 - Sporting Hill Mennonite | 39 - Little People | 58 - Sonlight Brethren |
| 17 - Limerock School | 41 - Lancaster Prep | 59 - Bellaire Amish School |
| 19 - Other Private Schools | 42 - Preschool | 60 - MC Virtual |
| 20 - IU 13 Operated Schools | 43 - Homeschool | 61 - Janus School |
| 21 - Clearview Mennonite School | 44 - Morningstar Christian | |
- 5) **QUESTIONS?** Call the Census Office at (717) 664-8525. Leave your dwelling number, name, address and a telephone number so we can contact you if we have questions.
- 6) Sign the form below by listing your full name where indicated. Please also provide a telephone number.

Then hit the submit button and you are finished.

Thank you.