

ESTABLISHING STUDENT RESIDENCY

The following items must be presented to the school as part of your student's registration materials:

Birth Certificate

- Certified or registered birth certificate for the student

Proof of Residency within the District (*THREE* documents required)

Note: **Military Personnel** please refer to item below marked "Military Personnel."

ONE of the following documents must be provided:

- Most recent property tax bill and proof of payment; *OR*
- If you are a homeowner, you may provide a copy of your mortgage papers; *OR*
- If you are a renter, you may provide a signed and dated lease and proof of last month's payment; *OR*
- If you are a renter, you may provide a letter of residence from your landlord in lieu of a lease (please request a blank copy of form 7:60-AP2, E1 from the school office); *OR*
- If you are a trailer park resident, you may provide a letter from the park manager and proof of last month's payment; *OR*
- If you live with a District resident and you do not own the home or pay rent, you may provide a letter of residence (please request a blank copy of form 7:60-AP2, E2 from the school office)

TWO of the following documents showing your current address within the district must be provided:

- Driver's license
- Vehicle registration
- Voter registration
- Most recent cable TV and/or credit card bill
- Current public aid card
- Current homeowners/renter insurance policy and premium payment receipt
- Most recent gas, electric, and/or water bill
- Current library card
- Receipt for moving van rental
- Mail received at new residence
- Current Bank Statement

Military Personnel enrolling a student for the first time in the District must provide one of the following within 60 days after the date of student's initial enrollment:

- Postmarked mail addressed to military personnel
- Lease agreement for occupancy
- Proof of ownership of residence

Military Personnel with Legal Custody of a Child Who Want to Keep the Child Enrolled in the District Despite Having Changed Residence Due to a Military Service Obligation. Upon submitting a written request, the student's residence will be deemed to be unchanged for the duration of the custodian's military service obligation. The District, however, is not responsible for the student's transportation to or from school.

Superintendent Review March, 2019