

Residency Check - Required Documentation

Parents/Guardians **WILL** be required to prove residency, based upon one of the following situations.

I Own My Home

Parents/Guardians that own their home will need to complete the *Establishing Student Residency for New and Returning Students Form* for each of their children. This form requires at least one supporting document from **both** Category I and Category II:

Category I (Required)

- Most recent property tax bill and proof of payment
- Mortgage papers/Contract for Deed

Category II (Required)

- Driver's license
- Vehicle registration
- Most recent credit card bill
- Current public aid card
- Current homeowner's insurance policy
- Most recent gas, electric, or water bill
- Mail received at residence

I Rent My Home

Parents/Guardians that rent their home will need to complete the *Establishing Student Residency for New and Returning Students Form* for each of their children. This form requires at least one supporting document from **both** Category I and Category II:

Category I (Required)

- Signed and dated lease and proof of last month's payment
- Notarized letter of residence from landlord/property manager and proof of last month's payment

Category II (Required)

- Driver's license
- Vehicle registration
- Most recent credit card bill
- Current public aid card
- Current renter's insurance policy
- Most recent gas, electric, or water bill
- Mail received at residence

I Live With A District Resident

Parents/Guardians that reside with a district resident will need to complete the *Establishing Student Residency for New and Returning Students Form* and the *Parent/Guardian Living with a District Resident Form* for each of their children. These forms require proof of residency from **both the district resident and parent/guardian** as well as supporting documentation:

District Resident

- District resident must prove residency following the guidelines listed above for **I Own My Home** or **I Rent My Home**.

Parent/Guardian

- Parent/Guardian will be required to show documentation **matching the district resident's address** from **both** Category I and Category II:

Category I (Required)

- Driver's license

Category II (Required)

- Most recent credit card bill
- Current public aid card
- Most recent cell phone bill
- Mail received at residence