



PROOF OF RESIDENCE FOR ENROLLMENT

To be completed by families living within JCS District boundaries

I am the parent or legal guardian of:

_____ and I wish to enroll said child(ren) in the Jacoby Creek School District. I understand that California law provides for children whose parents or legal guardian lives or resides in the District to enroll directly without being a part of the lottery. I reside at the following street address that I believe to be in the Jacoby Creek School District.

Name: _____

Cell Phone: _____ Work Phone: _____ Home Phone: _____

Property Address: _____

Rent _____ Own _____

Landlord's Name, Address, and Phone Number: _____

I understand that District officials require proof that I am the parent or legal guardian of the child(ren) identified on this form, and that I also must show proof that I reside at the address given on this form.

Proof of Residency

Prior to admission in district schools, students shall provide proof of residency. The Superintendent or designee shall verify each student's district residency status upon enrollment and retain a copy of the document or written statement offered as verification in the student's mandatory permanent record.

Evidence of residency may be established by documentation showing the name and address of the parent/guardian within the district, including, but not limited to, **at least three of the following original documents:**

1. Property tax payment receipts.
2. Rent payment receipts.
3. Utility service payment receipts mailed to you at that address
4. Pay stub mailed to you at that address
5. Voter registration.
6. Correspondence from a government agency.
7. If the student is residing in the home of a caregiving adult within district boundaries, an affidavit executed by the caregiving adult in accordance with Family Code [6552](#).

The Superintendent or designee shall make a reasonable effort to secure evidence that a homeless or foster youth resides within the district, including, but not limited to, a utility bill, letter from a homeless shelter, hotel/motel receipt, or affidavit from the student's parent/guardian or other qualified adult relative.

However, a homeless or foster youth shall not be required to provide proof of residency as a condition of enrollment in district schools.

Failure to Verify Residency

When the Superintendent or designee reasonably believes that a student's parent/guardian has provided false or unreliable evidence of residency, he/she may make reasonable efforts to determine that the student meets district residency requirements.

If the Superintendent or designee, upon investigation, determines that a student's enrollment or attempted enrollment is based on false or unreliable evidence of residency, he/she shall deny or revoke the student's enrollment. Before any such denial or revocation is final, the parent/guardian shall be sent written notice of the facts leading to the decision. This notice also shall inform the parent/guardian that he/she may provide new material evidence of residency, in writing, to the Superintendent or designee within 10 school days. The Superintendent or designee shall review any new evidence and make a final decision within 10 school days.

DECLARATION

I declare under penalty of perjury that my child(ren) sleep at least three school nights per week in the home of the person named above and that the information provided by me, or others, is true and complete to the best of my knowledge, and that this declaration was executed on

_____ (date) at _____, CA.

I will immediately notify the school if I or my student moves from this address.

Printed Name: _____

Signature: _____

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| Address and Proof of Residency Verified by: _____ Date: _____ |
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