

**Columbus Municipal School District
Residency Registration Checklist
2018-2019**

School: _____

Student's Name: _____

Parent/Guardian/Other Adult
(with whom the student resides full time): _____

Parent/Guardian/Other Adult address: _____
(A post office box number is not acceptable for an address.)

Telephone Number: _____

-----TO BE COMPLETED BY A DISTRICT REPRESENTATIVE-----

A. Documents provided to me by parent/guardian/other adult/or student:

Minimum of two required of all students

- _____ 1. Filed Homestead Exemption Application Form **or** Mortgage Documents **or** Property Deed
- _____ 2. Apartment **or** Home Lease (must be a current lease with start and end dates)
- _____ 3. Utility Bills (*only one can be accepted*)
_____ Electric Bill _____ Water Bill _____ Land Line Phone Bill
_____ Gas Bill _____ Cable Bill
- _____ 4. Driver's License **or** Voter Precinct Identification **or** Automobile Registration
- _____ 5. District Representative Personal Visit
- _____ 6. Other District Approved Documentation _____
(Describe)

B. _____ Student is living with legal guardian and a certified copy of the court decree, or petition if pending, was received declaring the district resident to be the legal guardian of the student and an affidavit was received declaring that the guardianship was formed for a purpose other than establishing residency for school district attendance purposes.

C. _____ Student and parent/guardian are living with another adult resident and the adult had provided a sworn affidavit stating his/her relationship to the student, and that the student will be living in his/her home full time and fully explaining the reasons (other than school attendance zone or district preference) for this arrangement and the School Board or its designee has made the necessary factual determination under II.I ©(2) of the State Residency Verification Procedures.

School Representative: _____ Date: _____