

Mecklenburg County Public Schools

Affidavit of Residence

I, _____, am the legal parent/guardian of the minor child,
_____, DOB: _____, a student enrolled in
the Mecklenburg County Public School System.

I hereby certify that I reside at the following street address _____,
town _____, zip code _____, in Mecklenburg County, Virginia; that I am a resident of Mecklenburg
County, Virginia; and that the above-named child resides with me and will continue to reside with me at the address indicated above
for the foreseeable future. I have physical custody of this child.

I further agree to inform the school that my child is to be enrolled in, or is already enrolled in, immediately if I change my address or the
child named above no longer resides with me.

It has been explained to me that giving any false information about the residence of a child for the purposes of enrolling the child in
school is a violation of law and that I may face criminal and/or civil penalties.

Signed: _____ Date: _____

Notary: _____ Date: _____

Two forms of ID are required from the parent/guardian to show residency including, but not limited to:

- a. a photo ID with your current address
- b. a deed or lease agreement to your current residence; or
- c. a bill or mortgage payment from the current place of residence
- e. a receipt for personal property taxes paid within the last year; or
- f. a payroll stub issued by an employer within the last three months; or
- g. a telephone bill issued within the last three months.
- h. Other: see Policy 7-2.3 for other acceptable forms of Identification for residency purposes

POLICY 7-2.3 and REGULATION R 7-2.3(A): ADMISSION REQUIREMENTS LEGAL REFERENCE: Code of Virginia, 1950, as amended, §§
22.1-1, 22.1-3, 22.1-3.1, 22.1-3.2, 22.1-3.4, 22.1-5, 22.1-70, 22.1-78, 22.1-79, 22.1-200.1, 22.1-253.13:1, 22.1-254.1, 22.1-255, 22.1-260,
22.1-270, 22.1-271.1, 22.1-271.2, 22.1-271.4, 22.1-276.01, 22.1-277, 22.1-277.2, 22.1-288.2, 32.1-43, 32.1-46, 32.1-48; 63.2-900, and
63.2-1200; Public Law 104-208, Illegal Immigrations Reform and Immigrant Responsibility Act of 1996, § 625; Steward B. McKinney
Homeless Assistance Act, Subtitle VII-B (P.L. 101-645); Immigration and Nationality Act, as amended, 8 U.S.C §§ 1101, et seq.; 8 CFR
Parts 1 – 499; and 22 CFR Parts 1 - 1799.

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Revised: March 19, 2012

Adopted: October 17, 2011

Mecklenburg County Public Schools

Residency Form

Homeowners/leaseholders and parents are to complete this form when student and parents live with others or are renting without a written lease. **Please have this form notarized and return to the school serving your attendance area.**

DATE: _____ SCHOOL: _____ SCHOOL YEAR: _____

NAME OF RESIDENT: _____ own/rent/lease housing, and reside at:

STREET: _____ TOWN: _____ ZIP: _____

TELEPHONE: (HOME) _____ WORK: _____ CELL: _____

I hereby certify that the following persons reside with me or are renting from me without a written lease at the address shown above.

PARENT/GUARDIAN NAME: _____ STUDENT NAME: _____

I understand that enrollment of the student named above is based on my certification and that if this certification is false I may be liable for payment of tuition for the student. I also agree to notify the school principal of any change in residency of the above named student within three days of such notice. WARNING: Providing false information for school enrollment is a criminal offense. VA Code 22.1-264.1

Homeowners/Leaseholders: To establish your residency in Mecklenburg County, please provide one of the following in your name: 1.) a lease for one year; 2.) deed 3.) contract or lease free of contingencies to occupy a Mecklenburg County residence within two months of the date of enrollment; 4.) Residence manager’s letter on company letterhead stating residence is a corporate residence located in Mecklenburg County 5.) weekly receipts for temporary residence.

Per Policy 7-2.3 School Admissions:

A resident is defined as one who resides permanently in Mecklenburg County. Proof of residence shall include, but not be limited to, two or more of the following, which reflect the physical address of the resident: a U.S. or Virginia income tax return from the previous year, a U.S. Internal Revenue Service tax reporting W-2 form from the current year, a deed or lease agreement to the residence, a voter registration card, a receipt for personal property taxes paid within the last year, a payroll check or payroll check stub issued by an employer within the last three months, or a telephone bill issued within the last three months. Final decisions regarding residence for school attendance purposes shall be made by the intake school.

Certification/Release: I hereby certify that all of the above information is true and correct, and I agree and understand that any falsification of information may result in the immediate removal of my child/children from Mecklenburg County Public Schools. I also agree and understand that any falsification of information will make me responsible for paying full nonresident tuition for my child/children from the date of enrollment in Mecklenburg County Public Schools. I further understand that should a principal have reason to believe that my residency status has changed, I may be required to submit a new proof of residency and that failure to do so may result in the immediate removal of my child/children from Mecklenburg County Public Schools. I hereby grant permission to Mecklenburg County Public Schools to verify the above information through property management, real estate agencies, or other housing developments. I hereby grant permission to these agencies to release this information to Mecklenburg County Public Schools to be verified. WARNING: Providing false information for school enrollment purposes is a criminal offense. VA Code 22.1-264.1

_____	_____	_____	_____
OWNER/RENTER/LESSEE	DATE	PARENT/GUARDIAN	DATE

In the City/County of _____ in the Commonwealth of Virginia, the statements hereon have been sworn to and subscribed before me this _____ day of _____, in the year _____.

Witness my hand and official seal _____

 Notary Public

My commission expires: _____ My registration #: _____

***This form must be completed at the beginning of each school year.**