



EQUITY CHARACTER EXCELLENCE TEAM JOY

Tulsa Public Schools - Residence Affidavit Form

Reason for Affidavit use, please check one:

_____ Financial _____ Medical _____ Legal _____ Temporary

Residence Verification must be complete before a student can enroll at his/her assigned school.

Check one: New to District Returning Student on Residence Affidavit form

Identifying Information – please print

This form is to be completed by the student's parent or legal guardian and Homeowner/Leaseholder AND a Notary Public.

A. Student Information: (Provide First, Middle and Last name of each Student.)

Student's Name: _____ DOB: _____ School: _____

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B. Student Lives with: Print name(s): _____

Parent/Guardian's Phone _____ Relationship to the Student _____

Oklahoma State Department of Education, 2015 School Law Book, Section 13 – Residence of Child – Attendance in Transportation Area.

"If the school district allows establishment of residency by affidavit, any person who willfully makes a statement in the affidavit which the person knows to be false shall, upon conviction, be guilty of a misdemeanor punishable by imprisonment in the county jail for not more than one (1) year or a fine of not more than Five Hundred Dollars (\$500.00) or both such fine and imprisonment."

Falsification of information or documents required for residency verification or the use of the address of another person without actually residing there may result in the revocation of student enrollment.

Supporting documentation needed; Proof of Shared Residence:

If you are **sharing** a home with another individual or family, please provide:

- The Residence Affidavit signed by the Homeowner/Leaseholder and subscribed and sworn before a Notary Public.
- Homeowner/Leaseholder must provide lease, deed, or mortgage statement **AND** (1) A current (within the past 45 days), original electric, gas or water bill reflecting the service address; OR (2) A bundled cable/phone service bill reflecting the service address. Cut-off or late notices are not accepted

Parent/Guardian must also provide:

- PHOTO ID (valid driver's license or photo state identification).

NOTE: If legal custody of a child is split between two parents, in addition to the documents listed above, you must also attach a certified copy of the court order identifying each parent’s respective award of physical custody. You are responsible to immediately inform the district of any changes to the court order.

Shared Residence Verified by: _____ **Date:** _____
School Official’s Signature

Homeowner/Head of Household

Student’s Parent/Legal Guardian

I declare, under the penalty of perjury that the above named student(s) and his/her family reside in my household. I am not responsible for the financial support, attendance, grades, or behavior of said student. I also agree to notify the district within two (2) weeks when residency has been changed. **Copy of valid government issued photo identification is required.**

I declare, under the penalty of perjury that I am temporarily residing with a friend or relative. I further certify that I am the parent/guardian of the above listed student(s). In the event my child becomes ill or must be removed for disciplinary reasons, I will be available. **Copy of valid government issued Photo identification is required.**

Homeowner/Head of Household Name

Parent/Legal Guardian Name

Address: Street, City, Zip

Primary Phone Number

Primary Phone Number

Signature

Signature

Additional questions for Parent/Legal Guardian:

1. Do you consider this your permanent residence? Yes _____ No _____

2. How long do you intend to live at this temporary residence? _____

<p>Subscribed and sworn before me on this _____ day of _____, 20 ____.</p> <p style="text-align: center;">(Place Notary Seal or Stamp below)</p> <p>_____ NOTARY PUBLIC SIGNATURE</p>
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