



Ohio High School Athletic Association
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INSTRUCTIONS FOR COMPLETING *AFFIDAVIT FOR BONA FIDE LEGAL CHANGE OF RESIDENCE*

Exception 1 to Bylaw 4-7-2 permits a student whose **parents** (note: plural) have made a *bona fide legal change in residence from one public school district to another public school district* to become eligible to participate in interscholastic athletics insofar as the transfer bylaw is concerned. Bylaw 4-6-1 defines what constitutes a *bona fide change of residence* and the factors to be examined in making this determination. To be certain, merely signing a lease agreement for an apartment in the new district does not constitute a *bona fide legal change of residence*.

To further assist schools and parents alike with this determination, the OHSAA has developed an *Affidavit of Bona Fide Change of Residence* to be executed by parents when making such a change of residence and transferring a student from one public school district to another. For the most part, this *Affidavit* is fairly self-explanatory. Each of the 24 affirmations contained within this *Affidavit* requires the affiant to complete the statement/paragraph by either inserting the applicable information, circling the appropriate "does/does not" or inserting affiant's initials where called for. All 24 paragraphs must be completed by the affiant and should be done so **prior** to the student's participation in any interscholastic athletic competitions.

In addition to the duty imposed upon the affiant to complete the *Affidavit* accurately and honestly, the affiant has a duty to supply the school district with supporting documentation with respect to utility bills, voter registration, driver's license changes, and mail received at the new residence. Furthermore, given the fact that this new residence **must be maintained for a period of one year from the date of transfer**, there exists a duty on the part of the parents to continually supply this same documentation throughout the entire twelve month period covered by the bylaws.

In addition to the duties imposed upon the parents as heretofore described, school administrators have a duty to investigate and continually monitor all alleged *bona fide* residential changes. Schools should maintain files on all transfer students who claim to have made a *bona fide* change in residence which files should include the documentation that supports each of the claims set forth in the *Affidavit*. Additionally, the school should visit the new residence on some type of regular basis to verify some of the other affirmations that cannot be verified through documentation. These visits should be planned so as to yield meaningful and accurate results (*i.e.* to confirm that the majority of meals are eaten at the new residence, one should not send the truancy officer to the home at 10:00 in the morning when no one is home much less eating). A log identifying the times, dates, persons making the visits and findings from the visits should also be maintained in the student's file.

If a parent or school has any questions regarding these **Instructions** or the *Affidavit* itself, those questions should be directed to the Commissioner's Office via the school administrator prior to the participation of any transfer student.

I HEREBY ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE **INSTRUCTIONS** AS SET FORTH HEREIN AND THE *AFFIDAVIT* TO WHICH THESE INSTRUCTIONS APPLY.

Parent

School Administrator

Parent

High School



**AFFIDAVIT OF _____ (PARENT)
FOR STUDENT: _____**

**STATE OF OHIO :
COUNTY OF _____ :**

_____, having been duly advised and sworn, hereby states as follows:

1. Affiant is of sound mind and legal age and has first hand knowledge of the facts asserted herein.
2. Affiant’s current resident address is _____.
Street
City
Zip
School District
3. Affiant owns/rents (circle one) the real property at this current resident address. Furthermore, Affiant states that Affiant has provided the school’s administration with a copy of Affiant’s deed/rental agreement (circle one) to be kept with the student’s school records.
4. Affiant’s current resident telephone number is (____) ____-_____. [Note: do not substitute “cell phone number” in this response.]
5. Affiant’s current work telephone number is (____) ____-_____.
6. Affiant further states that Affiant intends to make this current residence Affiant’s permanent residence, further affirms that the move to this current residence is not intended to be temporary, and understands that OHSAA bylaws require a one year period of residency at this current residence. _____ (Initials of Affiant)
7. Affiant’s previous resident address was _____.
Street
City
Zip
School District
8. Affiant vacated the previous resident address on _____, 200__.
9. Affiant further states that in vacating the previous residence, Affiant has either sold all of the personal property that had been situated at the previous address and/or moved all such personal property to the current resident address. None of Affiant’s personal property remains at this previous resident address. _____ (Initials of Affiant).
10. Affiant does not continue to maintain this previous residence nor does affiant maintain any other residence in the State of Ohio. _____(Initials of Affiant).
11. Affiant owned/rented the property at this previous resident address (circle one):
 (If answer above was “rented”): The name, address and telephone number of affiant’s landlord is:
 _____.

Affiant has full legal custody of _____ whose birth date is _____. Custody of said child was awarded to Affiant on _____, by the _____ County Court of Common Pleas, _____ Division on _____, 200__. No other persons claim to have a legal right to the custody of said child. _____(Initials of Affiant)

*** (In the event the parents of the subject child are not legally separated by divorce, dissolution or other court action and one of the parents has not made the “move’ to this current resident address, a detailed explanation of the facts and circumstances surrounding this split/move will be required by the OHSAA to assist in its determination as to whether the change of residence is indeed bona fide.)**



12. Affiant moved to this current resident address on _____, 200_____.
13. Affiant does/does not (circle one) receive all of Affiant’s mail at the current resident address listed above.
14. Affiant does/does not (circle one) eat the majority of Affiant’s meals at the current resident address listed above.
15. Affiant does/does not (circle one) sleep the majority of the time at the current resident address listed above.
16. Affiant is/is not (circle one) registered to vote from the current resident address listed above.
17. Affiant’s driver’s license does/does not (circle one) show the current resident address on it as being Affiant’s residence.
18. Affiant does/does not (circle one) own the current resident address listed above.
19. Affiant does/does not (circle one) rent the current resident address listed above. (If renting): The name, address and telephone number of Affiant’s landlord is _____
_____.
20. Prior to August 1 of the current calendar year Affiant did/did not (circle one) notify Affiant’s employer (or Department of Public Assistance if applicable) that my address is the same as that listed in this affidavit as my current resident address.
21. Affidavit does/does not (circle one) receive Affiant’s utility bills at the current resident address listed above.
22. Affiant is not attempting to establish residence at the current resident address in order to avoid paying tuition to attend the public school to which the current resident address is assigned nor is Affiant attempting to establish residence at the current resident address in order to circumvent any of the Bylaws or rules of the Ohio High School Athletic Association. _____ (Initials of Affiant)
23. Affiant understands that falsification of information contained in this affidavit can result in prosecution for perjury, liability for tuition and adversely affect the eligibility status of the child/children listed herein. Furthermore, should eligibility of said child/children be predicated in whole or in part upon any information contained herein, which information is later learned to be false, the future eligibility of said child/children, may be in jeopardy as well as the team and/school’s status, their records and their future status as a member of the OHSAA. _____(Initials of Affiant)

AFFIANT FURTHER SAYETH NAUGHT.

SWORN TO before me and SUBSCRIBED in my presence this ____ day of _____, 200_____.

NOTARY PUBLIC