

**Westport Public Schools**  
Westport, Connecticut

**New Enrollee Verification of Residence**

*Please print:* I, \_\_\_\_\_, the parent or legal guardian of  
(student name(s)) \_\_\_\_\_

(address) \_\_\_\_\_ (telephone number) \_\_\_\_\_

Certify that the above named student(s) meets the Westport Board of Education residency requirements (policy # 5111), which require the student(s) be a permanent resident of Westport.

***Residency in Westport is defined as: permanent (full-time); provided without pay; and not for the sole purpose of obtaining school accommodations.***

When a student lives apart from his/her parents or legal guardian, the parent/legal guardian must prove that such residency is permanent (full time), provided without pay and not for the sole purpose of obtaining school accommodations. The burden of proof in determining student residency shall be on the party claiming residency. Where it is determined that the child was not eligible for free accommodations in Westport, Westport may pursue legal remedies against the parent/guardian, including but not limited to collecting tuition (plus any additional costs that may apply for Special Education) for the period of unauthorized attendance from the parent/guardian as provided in Connecticut General Statutes, Section 10-186(b)(4). Regular Ed tuition costs for 2023/24: K-5: \$19,866; 6-8: \$27,818; 9-12: \$29,802.\* (\* 2024-2025 tuition rates will be updated upon budget approval).

***This information and the documents provided are accurate. I authorize representatives of the Westport Public Schools to verify this information, and I understand falsification of any information or documents required for this verification will result in revocation of registration of the student(s).***

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

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**FOR OFFICE USE ONLY**

*In order to verify district residence, the child over 18, parent(s) or guardian(s), or emancipated minor must sign above AND provide:*

**One Document showing proof of home ownership or rental:**

\_\_\_\_\_ Copy of one of the following at address within district in parent's name:

- a. Deed to home (copy available from Town Clerk's Office – room 105 Town Hall)
- b. Contract of Purchase with Closing date
- c. Mortgage Statement
- d. Property Tax Bill
- e. Construction Contract with Anticipated Move-in Date
- f. Signed & Dated Rental Agreement
- g. Landlord & Parent Affidavit (from Superintendent's Office)

**Three Supporting Documents:**

\_\_\_\_\_ Two current utility bills (cable television, telephone, water, electric, gas, oil – NOT cellphone).

\_\_\_\_\_ Photo ID (CT driver's license or State ID card) showing current Westport address

*(New residents must provide all second proofs within one month of signing this document)*

**If Necessary:**

\_\_\_\_\_ Verification visit by Westport Police Department staff on (date) \_\_\_\_\_

Documents seen by School Official (print name) \_\_\_\_\_  
on (date) \_\_\_\_\_