



# WOODBIDGE SCHOOL DISTRICT

Woodbridge, 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 Woodbridge Board of Education residency requirements (Policy #5111), which require the student(s) be a permanent resident of Woodbridge, Connecticut.

*Residency in Woodbridge is defined as: permanent full-time occupancy of a Woodbridge residence, by at least one parent and the student; 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. School staff cannot accept any substitutions on the list of acceptable proofs and students will NOT be enrolled until documents of residence have been verified.*

*This information and the documents provided are accurate. I authorize representatives of the Woodbridge School District to verify this information and attest to the accuracy of the information contained in this form. I understand falsification of any information or documents required for this verification will result in revocation of registration of the student(s).*

*I understand that should the student(s) be found to be attending the Woodbridge School District illegally, the Woodbridge School District may pursue legal remedies against the parent/guardian and/or the resident with whom the child resides, 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). The tuition charge(s) may be imposed for the current school year or for any past year in which the child was enrolled in Woodbridge School District.*

*I understand that a perjured or fraudulent statement may lead to my prosecution under the criminal statutes of the State of Connecticut and that this document may be used in a court of law as evidence against me.*

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
  - b. Contract of Purchase with Closing date
  - c. Mortgage Statement
  - d. Property Tax Bill
  - e. Construction Contract with Anticipated Move-in Date (*Notarized signed by Closing Attorney*)
  - f. Signed & Dated Rental Agreement and Rent Receipt (*Notarized, Renter AND Landlord*)
  - g. Landlord & Parent Affidavit (*Notarized*)

**Three Supporting Documents:**

- \_\_\_\_\_ Two current utility bills (land-line telephone, water, electric, gas, oil – NOT cellphone).
- \_\_\_\_\_ Photo ID (CT driver's license or State ID card) showing current Woodbridge address  
*(New residents must provide all acceptable proof documents within one week of signing this document)*

**If Necessary:**

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

Documents verified by School Official (print name) \_\_\_\_\_ Date: \_\_\_\_\_