Region 18 Guide to Residency Verification

For New Enrollments	For Students Without Permanent Address
Parents/guardians must present one of the following: ○ Proof of home ownership for the residence address (deed, mortgage, tax bill, homeowner's insurance) or construction contract OR ○ Lease or rental agreement along with name and phone number of landlord and proof of payment to landlord ○ Affidavit of residence properly executed Parents/guardians must also present two of the following: ○ Valid driver's license with residence address ○ Valid auto registration or insurance with residence address ○ Utility bill (phone, electricity, gas, oil, cable, etc.) or other bill with residence address ○ Current proof of government benefits	Homeless students should be referred to homeless liaison and McKinney-Vento provisions applied. For students living with a non-parent or non-legal guardian, an affidavit of residence must be signed and notarized. For students living with a parent or legal guardian at an address without lease or purchase, an affidavit of residence must be signed and notarized and the parent or legal guardian must show residency with at least two of the following: ○ Valid driver's license with residence address ○ Valid auto registration or insurance with residence address ○ Utility bill (phone, electricity, gas, oil, cable, etc.) or other bill with residence address ○ Current proof of government benefits ○ Bank statement or cancelled check with residence address