

## CHEROKEE COUNTY SCHOOL DISTRICT Proof of Residency Guidelines

- (A) The following are the “Residency Requirements” that are a part of the Cherokee County School District’s School Admissions Policy (JBC):

*Residency:*

To obtain enrollment in the Cherokee County School District, students must reside in the county with their natural parent(s), or court-approved legal guardian(s). Students and their parent(s)/guardian(s) must remain residents of the county for the entire period of enrollment in the School District. For enrollment purposes, a resident is defined as an individual who is a full-time occupant of a dwelling located within the county and who, on any given school day, is likely to be at their stated address when not at work or school. A person who owns property in the county, but does not reside in the county, is not considered a resident for these purposes.

*Proof of Residency:*

Proof of residency is required when a student initially enrolls in a school and whenever a change of residence occurs.

The following shall be accepted as proof of residency for parents/guardians who own their homes: a current residential property tax statement (if there is no tax bill, then the purchase/closing information for the residence can be used). The record must include the name of the parent/guardian.

The following shall be accepted as proof of residency for parents/guardians who lease their homes: (1) a lease or rental agreement consisting of the written evidence that the agreement is valid; and (2) a District-designated affidavit signed by the property owner which will allow for appropriate verification of residency.

The following shall be accepted as proof of residency for parents/guardians who occupy another person’s home”: a District-designated affidavit signed by the parent/guardian, as well as by the home’s occupants. If the occupants are renters, then the property owner’s signature will also be required.

*Verification of Residency:*

A school system employee may visit the address given by any parent/guardian to verify residency. The property address given must be the actual location where the student and parent/guardian live full time.

- (B) The school will verify residency by accessing the Tax Assessor’s database located on the Cherokee County website at <http://www.cherokeega.com>, or by proceeding directly to the database at <https://property.spatalest.com/ga/chokeee/#/>