



Kosciusko School District

Declaration of Legal Residence & Documentation Checklist

School Year: 2022 - 2023

Student's Name: _____ School: _____ Grade: _____

Address: _____ City: _____ State: _____ Zip: _____

(NOTE: Post office boxes do not meet residency requirement; only street addresses are acceptable)

Parent / Legal Guardian Name: _____ Home/Cell Phone: _____

Student lives at the address listed above with one of the following:

- Parent(s)
- Legal Guardian
- Court appointed legal guardian
- Foster care
- Homeless
- Military Affiliation: Parent Name on active duty: _____

Please do not list the parent name that is on active duty as an Emergency Contact.

I hereby certify that the information given above on this form is a true and correct statement of my legal residence. Should my legal residence change while the above listed student is enrolled in the above-cited school district, I will promptly notify the appropriate officials of this school district. Further, I understand that a pupil is not legally enrolled until this form is completed and signed by the parent, or guardian with whom the student may be living. I understand that a pupil admitted under false information is not legally enrolled and is subject to penalty or dismissal. I hereby certify that the information given on this form is the true and correct statement of my legal residence.

Parent/Guardian Signature

Date

Documentation Checklist

Document provided to district by parent/guardian for the 2022-2023 school year

(Two Proofs of Residence)

1. Mortgage documents, filed homestead exemption, property deed, property tax notice, closing statement, **or** an original apartment or home lease signed and notarized. In the case of an apartment, the name of every occupant must be listed on the lease. The lease must be current during the school year.
2. Utility bill (only electric, gas, water bills will be accepted) in owner/leaseholder's name, current at the time of registration, and showing residence property address. A post office box address will not be accepted.
 - **Utility bill** (only electric, gas, water bills, Cable, Satellite, Internet, Landline Telephone, or Garbage will be accepted) in the parent/guardian's name and showing residence property address
3. Government mailing from county, state, or federal agencies showing residence property address (EBT, SSI, Medicaid. & Medicare)
4. Current Lease Agreement with Management/Landlord's contact information **(If the lease has expired and is now month to month, a letter on company letterhead from the manager/ landlord indicating the parents are current residents is required.)**

DOCUMENTS REQUIRED FOR REGISTRATION

1. Two Proofs of residency (new and returning students)
2. Immunization (Form 121) (new student)
3. Birth Certificate (new student)
4. Township, Range, & Section (new student or if you have moved since 2021-2022 school year)
5. Copy of the last report card (new student)
6. Copy of latest standardized test results (if applicable)
7. Withdrawal form from last school (new student)