
VERIFICATION OF DOMICILE

Current proof of domicile to attend any school in the County Schools system is **required**. The school shall request additional documentation if there is a question regarding domicile. “Domicile” denotes a permanent, established home, as distinguished from a temporary place of residence. A person may only have one legal domicile. To establish a new domicile, a person must abandon the prior domicile and move into a new residence with the intent to make the new residence his or her new home. Merely owning or renting property does not establish a legal domicile. In addition to the documents required to establish domicile for the purposes of registering a student, Craven County Schools reserves the right to request a variety of documents to verify a student's domicile and conduct investigations into the domicile status of students.

The school is responsible for verifying domicile and needs additional information from you in order to enroll or maintain enrollment for your student(s). Keep in mind that the address you use for school enrollment cannot just be a temporary residence or a place where you own property. You and your child need to actually *live* in the home – it must be your true domicile to attend the school in that attendance area.

In addition to the information you may have already provided, please submit documentation showing your permanent address. Appropriate documentation is a driver's license or passport. In addition, you must complete the attached “Affidavit of Domicile” form. The Affidavit of Domicile is a **sworn statement** that a person or family lives at an address in Craven County, North Carolina. The affidavit is completed by the landlord/property owner and the parents. ***This form should also be notarized by a Notary and subsequently submitted to the principal of the school in which the student/students are attempting to enroll or remain enrolled.***

Any person(s) providing a false report of an address in order to attend a specific school is a criminal offense and will result in the student being removed from the school to attend the school that serves the family's domicile. School officials shall investigate credible reports of falsification of domicile. Investigations may include but not be limited to announced and unannounced home and community visits, searches of public records, and review of web-based information. If it is determined that information has been falsified, a student may be administratively withdrawn and required to enroll in the school which serves their actual domicile. Verification of a student's domicile status may occur at any time during the year.



AFFIDAVIT OF DOMICILE

(To be completed by Homeowner or Rental Agent)

I, _____ am the owner of the property below **OR**
Name of Homeowner

I, _____ am the rental agent handling the property below:
Name of Rental Agent and Agency

Street Number Street Name Apt #

City

State

Zip Code

The residents below currently reside at the above address (List all residents living in home)

_____	_____
_____	_____
_____	_____
_____	_____

My signature indicates my ***sworn statement that the information contained in this document is true and accurate. **Additionally, I fully understand that giving false testimony is considered a crime (perjury) and punishable by law.**

Signature of homeowner or rental agent

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G.S. § 10B-43: NOTARIAL CERTIFICATE FOR AN OATH OR AFFIRMATION

_____ County, North Carolina

Signed and sworn to before me this day by _____
Name of Affiant(s)

Date: _____

(Official Seal)

Official Signature of Notary

_____, Notary Public

My commission expires: _____



AFFIDAVIT OF DOMICILE

(To be completed by Custodial Parents)

As the custodial parents of _____, it is our sworn testimony that we reside at the address below:

Street Number Street Name Apt #

City

State

Zip Code

We have established domicile and reside at the above address full time and permanently. We attest that we have abandoned any previous domicile, and that we intend to indefinitely continue to reside at the domicile above. Temporary or part-time residences will not be considered domiciles for purposes of school assignment.

School officials investigate credible reports of falsification of domicile. Investigations may include, but not limited to, announced and unannounced home and community visits, searches of public records, and review of web-based information. If it is determined that information has been falsified, families will be required to withdraw immediately and enroll in the school that serves the attendance zone in which they are domiciled.

My signature indicates my ***sworn statement that the information contained in this document is true and accurate. **Additionally, I fully understand that giving false testimony is considered a crime (perjury) and punishable by law.** I further understand that if I have willfully and knowingly provided false information in this affidavit, I may be found guilty of a crime and the school assignment will be revoked and the student(s) will be immediately assigned to the school serving the domicile of his/her parents or court appointed custodian.

Signature of Custodial Parent/ Appointed Custodian

Signature of Custodial Parent/ Appointed Custodian

.....
G.S. § 10B-43: NOTARIAL CERTIFICATE FOR AN OATH OR AFFIRMATION

_____ County, North Carolina

Signed and sworn to before me this day by _____
Name of Affiant(s)

Date: _____

(Official Seal)

Official Signature of Notary

_____, Notary Public

My commission expires: _____