



Calallen ISD

Proof of Residency Requirement

Under Texas Education Code §25.001(b)(1), a student is entitled to admission if the student and either parent reside in the district. For Calallen ISD, two proofs of residency will be required. One document from each column below must be provided for a total of two documents.

Column A	Column B
• Mortgage statement dated within the last 60 days; • Lease dated within the last 60 days; • Legal affidavit regarding sublease; • Legal affidavit from landlord affirming tenancy; or • Section 8 Agreement. If a family is sharing housing with an individual or family and does not pay rent under temporary residency, the family shall submit a document from this column with the name of the person who owns the property. Power of Attorney follows the same procedures regarding submission of proof of residency documents.	A utility bill or work order dated within the last 60 days: • Water Bill • Gas Bill • Electricity Bill • Utility Work Order (for new residents) The following will not be accepted: • Cell Phone Bill • Cable Bill • Insurance Bill • Termination Notice If a family is sharing housing with an individual or family and does not pay rent under temporary residency, the family shall submit a utility bill in the name of the person who owns the property. Power of Attorney follows the same procedures regarding submission of proof of residency documents.

A valid Texas driver's license, valid Texas photo identification, or other type of identifying document will be required for a parent and/or guardian to enroll a student. Any type of special circumstance such as missing documentation will be discussed with a school administrator.

If these supporting proof of residency documents are not submitted within 30 days of enrollment, CISD shall conduct an investigation to determine the eligibility of the student. The investigation may include a home-visit by a school official or attendance officer. In the event that CISD determines documentation was falsified and the student is not a resident of the district, the student will be required to withdraw from CISD.

Calallen ISD may conduct random checks regarding residence. A family may report residency fraud by contacting the school district's main office at (361) 242-5600 and/or home campus.