

Proof of Residence

Jefferson County Schools

Proof of Residence

Proof of residence is required when a student initially enrolls in a school and whenever a change of residence occurs. The principal or his/her designee shall accept the following records as proof of residency:

1. A lease or rental agreement consisting of written evidence that the agreement is valid and current, and a current utility bill (gas, electric, water, home telephone, or cable). Records must include the name and street address of the parent/guardian.

OR

2. A current residential property tax statement or deed, and a current utility bill (gas, electric, water, home telephone, or cable). Records must include the name and street address of the parent/guardian.

OR

3. A third-person affidavit of residency completed with the school system.

The notarized affidavit shall be completed and signed by the parent/guardian, as well as the legal owner or lesser of the property where the student and parent/guardian reside. The affidavit will be in effect until the parent/guardian provides the required proof of residence, but no longer than the end of the current school year.

Verification of Residency

A school system representative 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.

Consequences for Violating the Policy

Students who are illegally enrolled shall be withdrawn from school. The parent/guardian shall be charged tuition for the period of time that a student is illegally enrolled in Jefferson County Schools, together with all court and legal expenses incurred by the Board of Education in collecting school tuition. Also, charges shall be filed for providing false information on a legal document.