

Duanesburg Central School Proof of Residency/Enrollment Requirements Form

Parent/Guardian Name: _____

Student(s) Entering & Grade: _____

911 Address: _____

City/State/Zip: _____

Own or Rent? (please circle one)

Duanesburg Central School District residents may enroll their children in our schools at the elementary building. Duanesburg Central School District **DOES NOT** accept tuition students.

To enroll you must reside in the school district. Solely owning property or a home does not constitute residency.

Proof of residency is required before a student will be registered. Post office boxes will not be accepted. You must provide at least three (3) proofs from the following list: (Where current is indicated this means valid or within the last 30 days. Your name and address must be indicated on these documents and current.)

- _____ Tax Bill (current)
- _____ House Deed (current)
- _____ Mortgage Statement
- _____ Notarized Landlord Affidavit
- _____ Purchase Contract (must contain both the seller's and the purchaser's name and the address of the property to be purchased)
- _____ Lease Agreement (must be current, legal and valid between owner and renter, and must contain the landlord's name, signature, address and phone number)
- _____ Current Driver's License (name/address preprinted)
- _____ Current Car Registration (name/address preprinted)
- _____ Current Car Insurance ID Card (name/address)
- _____ Current Homeowner's or Renter's Insurance Binder/Bill
- _____ Other _____
- _____ Current Utility Bill (name/address)
- _____ Current Cable/Satellite TV (name/address)
- _____ Current Telephone (name/address)
- _____ Current Credit Card (name/address)

This documentation will be retained in the student's file along with other required documents. There is a specific check list of supporting documentation required for K-5 and 6-12 enrollment and will be mailed upon initial contact.

No new students will be admitted to the District until a pre-enrollment checklist has been received at the respective schools.

Parent/Guardian Signature / Date

Approved by Signature / Date

cc: Central Office
student file