

Residency Verification Procedure Beginning 2017-2018 School Year

Except for those students who have been legally transferred, each student must establish his/her residency in the following manner:

A.

Students Living with Parent(s) or Guardian(s)

The parent(s) or legal guardian(s) of a student seeking to enroll must provide the Lumberton School District with at least one of the items from Group I and one of the items from Group II below as verification of their address, except that a document with a post office box as an address will not be accepted.

Group I

- a. Filed Homestead Exemption Application form
 - b. Mortgage documents or property deed
 - c. Apartment or home lease/Rental agreement (must be current)
- **Any unofficial Lease Agreement (handwritten or computer-generated) must be notarized.

Group II

- a. Current Utility Bill (dated within thirty days of enrollment)
- Acceptable bills:** electricity, gas, water, landline telephone, cable TV or satellite TV.
Not Acceptable as proof of residency: a driver's license or voter identification.
Other residency documentation may be approved by LSD Administration.

Group III

Guardianship

- a. Student is living with legal guardian and a certified copy of the Court Decree (or petition) if pending, was received declaring the district resident to be the legal guardian of the student and further declaring that the guardianship was formed for a purpose other than establishing residency for school district attendance purposes.

Affidavits

- a. Custodial parent(s) residing with an adult in a home not owned or rented by the custodial parent(s) will present documents to show legal custody. The non-custodial adult in the home must prove residency through Group I and Group II (above) and provide a signed, notarized affidavit.

In addition, the custodial parent(s) will present three of the items below.

Doctor's or dentist's bill	Bank statement
Automobile license receipt	Credit card statement
Hospital bill	Cell phone bill
Insurance policy	State or Federal benefit check
Salary check stub	IRS Documentation

Other residency documentation approved by LSD administration.

The Lumberton School Board has adopted a policy establishing a Residency Committee. When a question arises concerning a residency, a parent/guardian will be **required** to attend a committee hearing to establish residency.