

**YAZOO COUNTY SCHOOL DISTRICT
RESIDENCY VERIFICATION AND DOCUMENTATION CHECKLIST**

RESIDENCY REQUIREMENTS Check one in Group I and Group II and if applicable check a or b in Group III.

Group I ___ a. Filed Homestead Exemption Application Form

___ b. Mortgage Documents or Property Deed

___ c. Apartment or Home Lease/Rental Agreement ** Any unofficial Lease Agreement (handwritten or computer-generated) must be notarized.

___ d. E-911 information

Group II Acceptable Bills ___ a. Current Utility Bill (dated within thirty days of enrollment).

___ electricity ___ gas ___ landline telephone ___ cable TV or satellite TV.

A driver's license, water bill or voter identification are not acceptable as proof of residency.

___ Other Residency documentation may be approved by YCSD Administration.

Group III - Guardianship or Affidavits 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 ___ b. 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 sign the 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

___ Cell phone bill

___ Insurance policy

___ State or Federal benefit check or Salary check stub

___ IRS Documentation

___ Other residency documentation approved by YCSD administration

B. HOMELESS CHILDREN

When a child is determined to be homeless as defined by the Stewart B. McKinney Homeless Assistance Amendment Act, enrollment action in the best interest of the child shall be taken, pursuant to federal guidelines and Board policy.

The Residency Committee must approve residency if there are questions. The Residency Committee will be appointed by the Superintendent.