

STATEMENT OF DOMICILE

INSTRUCTIONS

This form must be completed in black or blue ink.

This form must be submitted upon initial enrollment and at any time there has been a change of domicile/address for the student's parent/guardian. For questions, please refer to the Franklin County Schools' Establishing Domicile chart. Verifying documents must be submitted to the school within ten days of enrollment or within ten days of a change of domicile/address.

SECTION 1: To be completed by parent/guardian

This is to certify that I, _____,
Parent/Guardian

am the legal guardian or custodian of _____
Student

who is my _____ and who resides with me at
Relationship

Domicile - Physical Address

Mailing Address (If different from physical address)

Street _____

P. O. Box/Other _____

City, Zip _____

City, Zip _____

The said student is enrolling at _____ School for the _____ school year.

*If the place of domicile as listed above is changed, I will **immediately** notify the school and submit proof of domicile.*

SECTION 2: Verifying documents

The Franklin County Schools Administrative Unit shall verify the address of every student enrolling in Franklin County Schools. **Each school shall verify the domicile of each student by obtaining a copy of the following documents within ten days:**

- (a) Deed or lease of primary residence; and,
 - (b) A current utility bill showing reasonable consumption of electricity usage for the number of people in the household; and
- If the documentation or residence is in question,
- (c) A personal visit by a designated school district official will be administered to determine domicile.

SECTION 3: Notarization of signature

The undersigned being duly sworn acknowledges that the foregoing statement is true.

Signature of Parent/Guardian

Signed and sworn to before me this day by _____
Name of Parent/Guardian _____
Date

Seal:

Signature of Notary Public

My commission expires: _____