



June 2016

Dear EISD Family,

As part of the 2016-2017 registration process, EISD will be ensuring that schools are serving students who reside in EISD. The only exception will be for students who have been approved for an-out-of-district transfer. Therefore, **all students** will be required to provide a current proof of residency **each** year.

EISD will **not** allow a student without proof of residency to enroll in school. Basic proof of residency must include one of the following:

- Utility Bill (such as electric, gas or water within last 35 days)
- Mortgage
- Sales Contract
- Lease Agreement

Please refer to the residency chart provided for additional information. **Proof of residency documentation will be accepted at each school starting August 1, 2016.**

If you have any questions about registration, please feel free to contact the school and speak with the campus registrar.

Sincerely,

Dr. Peter Perez
Deputy Superintendent
Administrative and Student Services



RESIDENCY	DOCUMENTATION NECESSARY
Student and either parent live in EISD	<u>Basic proof of residence</u> : Utility bill <u>Dated within the last 35 Days</u> such as: electric, gas or water bill, mortgage, sales contract or lease contract, if it includes the parent's name and the current address of their residence (driver's license and cell phone bills are NOT acceptable for proof of residency.)
Student and parent live with another person residing in EISD	<ol style="list-style-type: none"> 1. Residency Affidavit, notarized, as long the EISD Homeless Liaison determines they are NOT homeless and 2. Basic proof of residency for person whom the student is living with.
Student and legal guardian or other person having lawful control under court order resides in EISD	<ol style="list-style-type: none"> 1. Proof of legal guardianship – should be evidenced by a court order or a properly executed power of attorney and 2. Basic proof of residency for legal guardian.
Student and/or parent claims to be homeless OR the EISD Homeless Liaison determines they are homeless.	Must be determined on a case-by-case basis. Parent/guardian/adult has completed Student Residency Questionnaire.
Unaccompanied Youth: Any homeless student who is under 21 and not in the physical custody of a parent or legal guardian.	<ol style="list-style-type: none"> 1. Application for Determination of Residency of a Minor Living Apart From the Parent, Guardian, or Other Person having Lawful Control under Court Order (Unaccompanied Youth). 2. <u>Basic proof of residence</u> for person who is accepting custody for school purposes.
Parent who is joint managing conservator or sole managing conservator or possessory conservator lives in EISD	<ol style="list-style-type: none"> 1. Copy of divorce decree and 2. Basic proof of residence for parent
Student and both parents reside out of district, but a grandparent who lives in the district is providing at least 5 hours of afterschool care weekly	<ol style="list-style-type: none"> 1. Basic proof of residence for parent and grandparent. 2. Notarized statement of after-school care completed by parent and grandparent who is providing care.