1. **Two of the six proofs of residency** matching the property owner/lease holder's name and address:
   - Filed homestead exemption (must be for the current year)
   - Mortgage documents or property deed (mortgage documents must indicate the current year; if property deed is used, physical address must appear on the deed)
   - Apartment or home lease (must be current)
   - Utility bill (must be within the last two month prior to registration, no final bill or disconnect notices accepted.)

2. **The parent or guardian must provide one proof of residency** that ties him/her to the property owner’s/leaseholder’s residence. This may include government documents not listed above.

3. With any residency of new students, court documents may be requested to verify custody.

4. Completed residency forms must be notarized to complete the process prior to registration.

5. Affidavits will be completed at the school your child/children will be attending.

6. If legal custody of a child is split between two parents, in addition to the documents listed above, you must also attach a certified copy of the court order identifying each parent’s respective award of physical custody. You are responsible to immediately inform the school of any changes to the court order.

*Determination may consist of home visit by SRO to verify student residency.*

**STUDENTS TO ENROLL: (must provide student’s first, middle and last name)**

Name:_________________________________________________DOB:_________________
Grade Level:_______________________School:_____________________________________

Name:_________________________________________________DOB:_________________
Grade Level:___________________School:_________________________________________

Name:_________________________________________________DOB:_________________
Grade Level:___________________School:_________________________________________

Name:_________________________________________________DOB:_________________
Grade Level:___________________School:_________________________________________
## RESIDENCY VERIFICATION

**NAME OF PARENT/GUARDIAN:**

| Relationship to student(s): | □ father | □ mother | □ guardian |

**PHONE NUMBERS:**

- home/cell
- work

**PLACE OF EMPLOYMENT:**

**WHO ARE YOU LIVING WITH:**

**PHONE NUMBERS:**

- home/cell
- work

**ADDRESS:**

______________________________________________________

______________________________________________________

**PLACE OF EMPLOYMENT:**

**HOW LONG DO YOU PLAN TO LIVE AT THIS LOCATION?**

If your address changes during the school year, you must notify school officials. Failure to notify school officials will result in the immediate dismissal of your child/children from Pontotoc City School District.

School officials may visit your home throughout the school year to verify residency.

As the owner/leasee of the above residence, you are assuming responsibility of said child/children. You will be contacted in the parent/guardian is unavailable for communication.

I have read and understand the responsibilities stated above.

______________________________________________________

**Homeowner/Leaseholder Signature**

______________________________________________________

**Date**

______________________________________________________

**Parent/Guardian Signature**

______________________________________________________

**Date**
State of Mississippi
County of Pontotoc

AFFIDAVIT OF RESIDENCY

Personally appeared before me, the undersigned legal authority in and for the jurisdiction aforesaid, the within named,_____________________________________________________, who states under oath and penalty of perjury the following:

1. I reside at _____________________________________________________________,
which is located within Pontotoc City School District.

2. The relationship between __________________________________________________
and Affaint is ____________________________________________________________.

3. The reason why _________________________________________________________
is living with me is as follows:_______________________________________________
______________________________________________________________________.

4. _____________________________________ is not living with me for the purpose of
attending school in Pontotoc City School District.

Falsification of any information or document required for residency verification or the use of the address of another person without actually residing there may result in; a) revocation of student enrollment; b) being held liable to reimburse the district for expenses incurred to educate this student; and/or c) civil action resulting from fraud, negligent misrepresentation and negligence.

________________________________________________________
Homeowner/Leaseholder Date

________________________________________________________
Parent/Guardian Date

Sworn to and subscribed before me on this __________day of ____________, 20________.

________________________________________________________
Notary Public My Commission Expires

(Place Notary Seal or Stamp below)