KILLINGLY PUBLIC SCHOOLS

Documents Accepted for Proof of Residency

Any parent or legal guardian requesting registration-enrollment at a school in the Town of Killingly must provide two (2) original supportive documents from the following list to establish that the parent, or legal guardian, child/children in question, are in fact fulltime legal residents within the geographical boundaries of the Town of Killingly.
The VERIFICATION OF RESIDENCE AFFIDAVIT is NOT considered a required supportive document.

NOTE:
Documents must be computer generated/ typed and be dated within the last thirty (30) days.
No copies will be accepted.
All documents must include the names(s) and physical address location of the parent/legal guardian.
Documents bearing only a post office box number address are unacceptable.

Documents Accepted for Proof of Residency

- Computer generated bill from a bank or mortgage company, utility company, credit card company or doctor or hospital
- Bank statement or bank transaction receipt showing the bank's name and mailing address
- Pre-printed pay stub showing your employer's name and address
- W-2 form property or excise tax bill, or social security administration or other pension or retirement annual benefit summary statement dated within the last thirty (30) days
- Medicaid or Medicare benefit statement
- Current valid homeowner's, renter's, or motor vehicle insurance policy dated within the last thirty (30) days
- Current motor vehicle loan statement for a motor vehicle registered in your name
- Residential mortgage or similar loan contract, lease or rental contract showing signatures from all parties needed to execute the agreement and dated within the last thirty (30) days
- A water bill detailing the current residence address and dated within the last thirty (30) days
- First class mail (USPS, UPS, FED-EX etc.)
- Town of Killingly/State of Connecticut voter registration card
- Change of address confirmation from the United States Postal Service showing your prior and current residence address (form CNL-107)
- Survey of your Killingly, CT property issued by a licensed surveyor
- Connecticut pistol-handgun permit
- Parent or legal guardian of child may provide any two (2) of the above documents addressed to the parent residing at the same address to prove minor residency.

Approved and Adopted by Central Office October, 2012

KILLINGLY PUBLIC SCHOOLS

Robert J. Angeli
Superintendent of Schools
rangeli@killinglyschools.org

Paul Brenton
Assistant Superintendent of Schools
pbrenton@killinglyschools.org

VERIFICATION OF RESIDENCE AFFIDAVIT

To Be Completed and Submitted by the Parent and/or Legal Guardian

~ Enrollment is subject to the satisfactory completion and submission of all required registration forms ~
See next page for a list of accepted, Proof of Residency documents.

I, _____, the parent(s)–legal guardian(s) of:

_____
(insert name(s) and date of birth of child-children)

do hereby affirm that I am residing at the following physical address [mailing address may be different from physical address]:

_____
(insert physical address and contact number of primary leaseholder if leased or rented residence)

I understand that the Killingly Board of Education has the right to conduct an Attendance Investigation to verify my residence including a visit to the home of the primary leaseholder. I also understand that registration and enrollment in school is based on eligibility determined by several factors including but not limited to my / my children's physical address-residence location. In the event that my residency or my child's residency changes, I agree to notify my child's school administration and present new proof of residency – physical address location. I also understand that in the event the State Board of Education rules that my child was not a resident of the district and not entitled to school accommodations I may be assessed tuition costs [CGS 10-186]. I certify that the information provided in this affidavit is the truth under penalty of perjury.

WAIT-PLEASE SIGN IN THE PRESENCE OF A NOTARY PUBLIC

Parent-Legal Guardian Signature: _____ Date: _____

BELOW FOR NOTARY USE ONLY

STATE OF CONNECTICUT
SS: _____
COUNTY OF _____

Subscribed and sworn to before me this _____ day of _____, Year _____

_____
Notary Public

My Commission Expires: _____ **[affix seal – required]**

cc: School Administrator
Student Academic Permanent File
Other as Necessary _____

KILLINGLY PUBLIC SCHOOLS

Robert J. Angeli
Superintendent of Schools
rangeli@killinglyschools.org

Paul Brenton
Assistant Superintendent of Schools
pbrenton@killinglyschools.org

VERIFICATION OF RESIDENCE AFFIDAVIT

To Be Completed and Submitted by Primary Owner – Landlord

~ Enrollment is subject to the satisfactory completion and submission of all required registration forms ~

I hereby affirm that _____
(tenant – parent - legal guardian insert name of parent-legal guardian and child-children)

are residing at _____
(insert physical address)

As property owner-landlord I understand that by signing this affidavit I am verifying the current fulltime physical residence of the parent and/or legal guardian and children listed above:

_____
(property owner-leaseholder insert the name/s of parent–legal guardian and child-children listed above)

I understand that the Killingly Board of Education has the right to conduct an Attendance Investigation to verify the residence of the parties named in this affidavit, including a visit to my residence and interviews of my tenant's neighbors. I agree to cooperate and may be contacted should the Killingly Board of Education require further information and verification. I also understand that in the event the State Board of Education rules that the child are not a resident of the district and not entitled to school accommodations the tenant may be assessed tuition costs [CGS 10-186]. I certify that the information I provided in this affidavit is the truth under penalty of perjury.

Primary Leaseholder Signature: _____ Date: _____.

BELOW FOR NOTARY USE ONLY

STATE OF CONNECTICUT
SS: _____
COUNTY OF _____

Subscribed and sworn to before me this _____ day of _____, Year _____

_____
Notary Public

My Commission Expires: _____ **[affix seal – required]**

cc: School Administrator
Student Academic Permanent File
Other as Necessary _____