

RESIDENCY ENROLLMENT CHECKLIST

Parent Information

Name of Parent/Guardian _____

Address _____

City/State _____ Zip _____

Telephone Number (c) _____ (h) _____ (w) _____

Student Information

Name of Student _____

Address _____

City/State _____

Telephone Number _____ Date of Birth _____

Address Verification (Parent/Legal Guardian) (Attach copy of document)

_____ Rental contract

_____ Real Estate Contract signed by all parties

_____ Utilities Bill/Deposit Receipt

_____ Other, such as payroll check, driver's license, W-4, employment documents

Basis for Admission of Student ([Section 167.020, RSMo](#))

_____ Resides with parent in the school district

_____ Resides with legal guardian in the school district (Copy of court ordered guardianship must be attached. A guardian may be appointed for the sole and specific purpose of school registration).

_____ Resides with a military guardian in the school district.

_____ Homeless Child (person less than 21 years of age who lacks a fixed, regular and adequate nighttime residence), including a child who is:

_____ living on the street, in a car, abandoned building or other form of shelter not designated as a permanent home

_____ living in a community shelter facility

_____ living in transitional housing for less than one year

Give address or directions _____

_____ Special circumstances ([Section 167.151, RSMo](#))

_____ an orphan

_____ one parent living

_____ parents do not contribute to the student's support

_____ agriculture (all four of the following conditions must be met: owns real estate of which 80 acres or more are used for agricultural purposes, parent's residence is on the real estate, at least 35% of the real estate is in the district, parent notified district on or before June 30 that student would be attending)

_____ Resides with "Relative Caregiver" ([Section 431.058, RSMo](#)) A person 18 years of age or older who is related to the child by blood, marriage, or adoption who is not the parent and who represents that the child is living with the adult and that the adult is responsible for the care of the child and the parent has given consent.

_____ Parent is a teacher or a regular employee with the district (Board policy required – [Section 163.011.2, RSMo](#), [Section 167.151, RSMo](#), [Section 168.151 RSMo](#))

Other exemptions to the residency requirements ([Section 167.020.6, RSMo](#))

_____ Attending school not in the pupil's district of residence as a participant in an inter-district transfer program established under a court-ordered desegregation program

_____ A ward of the state and has been placed in a residential care facility by state officials*

_____ Has been placed in a residential care facility due to a mental illness or developmental disability*

_____ Has been placed in a residential facility by a juvenile court*

_____ Has a disability identified under state eligibility criteria if the student is in the district for reason other than accessing the district's educational program

*The district of residence will be billed for the local tax effort for the student(s) attending under these circumstances.

Student Admission

Date of Student Admission _____

Student denied admission. Date of denial _____

Waiver requested. Date of request _____

WAIVER INFORMATION

Waiver requested by

_____ Parent _____ Legal guardian _____ Student (at least 18 years old)

_____ Other _____

Name of person/relative student resides with _____

Relationship _____

Address _____

City/State/Zip _____

Address Verification _____

Reason why student is living with person/relative _____

Reasons showing hardship or good cause _____

Hearing

Hearing Date (must be within 45 days of request) _____

Student admitted pending decision on waiver request _____ Yes _____ No

If no, explain _____

Student Admission

Date of student admission _____

Waiver granted. Date waiver granted _____

Waiver denied. Date waiver denied _____

Students attending school pursuant to the above information may be counted for state aid purposes.

Non-resident Students

_____ Tuition

_____ Tax credit tuition – Any person who pays a school tax in any other district than that in which he resides may send his children to any public school in the district in which the tax is paid and receive as a credit on the amount charged for tuition the amount of the school tax paid to the district ([Section 167.151\(3\), RSMo](#))

_____ Transportation Hardship as assigned by the commissioner of education
([Section 167.121, RSMo](#))

_____ Attending a regional or cooperative alternative education program or an alternative education program on a contractual basis ([Section 167.020.6, RSMo](#))

Non-resident students who may enroll and are not counted by the district for state aid.