



District Residency Verification Information

District: NORWICH

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Street Address: 526 East Main Street, Norwich, CT 06360

Hours of operation: 8:30 - 4:00 (closed 12-1)

Directions and Parking Information:

Documents required by this district to present in person to prove residency:

Picture ID: Drivers license (with current address), passport, fed./state ID
Two forms have to be submitted: lease/rent contract, cable bill, mortgage papers, utility bill, state papers

Does this district have its own residency verification paperwork that needs to be completed?

YES NO

Does the LEARN residency verification form need to be updated every school year?

YES NO

Any additional information that would help families prove residency in this district?

**NORWICH PUBLIC SCHOOLS
VERIFICATION OF RESIDENCY**

In order to verify residency within the Norwich Public Schools, a driver's license and one current document from the following list must be provided. If a parent does not have a driver's license, two of the following documents must be provided. Said documents must show parent/guardian name and address, and must be dated within 60 days prior to your child's first day of school. Past due bills are not acceptable for verification. Post Office box numbers are not acceptable as residence addresses:

Current Address/City/State _____

_____ **Driver's License (make copy) and one of the following:**

_____ Escrow papers, mortgage book or statement

_____ Lease Agreement/Rental Contract and current rent receipt or notarized letter from landlord.

_____ Utility Bill _____ Affidavit _____ Other

I, _____ (print name of parent/guardian)

_____ (Student's name) declare under penalty of perjury

that the above named student resides at the address shown on the documents indicated above and attached. **I will notify the school within two weeks if residency changes** and agree to provide a new residency proof and updated signed statement at that time. If I move outside of the school district, written approval from the Superintendent of Schools must be granted in order for the student's continued attendance.

WARNING: 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 revocation of student enrollment.

Parent/Guardian Signature: _____ Date: _____

FOR SCHOOL USE ONLY:

The attached documents show the name and address of the person enrolling the above named student. If not the parent, court papers for guardianship is required, or residency affidavit.

Signature of School Official: _____

Date: _____