#  Columbus



#  Community School District

# Mrs. Chris Wulf

# 1208 Colton Street Columbus Junction, IA 52738

# 319-728-2231 extension 9400

**Co-Resident Registration**:

(Complete this form if you are planning to live with a Columbus CSD Resident)

This form must be completely filled out and notarized prior to approval and before the student can begin school. (One form per student)

**Columbus Community Resident Information**: Date:

Name of family with whom you will be residing:

Resident Family’s Address: (Street) (City) (Zip)

Resident’s Home Phone Number: \_\_\_\_\_\_\_\_\_ Resident’s Cell Phone Number:

Children Attending Columbus? Yes No Residency Owned? Rental?

**Columbus Community Co-Resident Information:** *(one form for each child)*

Parent/Guardian Name:

Student Name:

Date moved in as Co-Resident: Expected length of Co-Residency:

Reason for Co-Residency:

Attach Proof of Residency for Co-Residency (see list on back)

**Affirmation of Information:**

By signing this form you are affirming that all information given above is true and correct and that this is the legal residence of the parent/guardian and student(s).

* Should the district learn that this family is not a legal resident of Columbus Community School District; such students will be withdrawn immediately from Columbus Community Schools and you will be held liable to pay tuition\* for the time in attendance as a non-resident student. \*Tuition is the rate set by the State of Iowa, currently $6446 per year.
* Falsification of any information may result in filing a complaint with the appropriate law enforcement agency for criminal prosecution against all parties.

(Resident – Family that you are living with) (Co-Resident – Parent/Guardian of student)

Sworn before me this \_\_\_\_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_, 20 \_\_\_\_\_.

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 Notary Public

**Proof of Residency**

1. All new students entering the district must provide proper documentation establishing residency.
2. All documents must state the student’s physical address, and residency at that address is required.
3. A post office box address does not qualify.

**If you own your home**, proof of residency can be verified by the Iowa Assessor’s Web page. If home ownership is too recent to be reflected on that Web site, you must provide ONE of the following:

* Purchase contract with possession date or closing date
* Most recent property tax bill
* Recent mortgage statement
* Gas and/or electric bill in your name for the last or current month, mailed to your Columbus Community residence address

**If you rent**, you must provide **ONE** of the following:

* A current, signed lease agreement/rental agreement with the term listed. The agreement MUST contain property owner’s name, address and signature; and name and signature of parent/guardian,
* Gas and/or electric bill in your name for the last or current month, mailed to your Columbus Community residence address
* A pay stub from your employer, for the last or current month, showing district address
* A NOTARIZED letter from the landlord

**If you live with a family in the district,** you must provide **ALL** of the following:

* Completed and **NOTARIZED** Co-Resident Form
* Proof of your residence at that address. (i.e.: bank statement, insurance statement, current utility bill or any other bill, pay stub from your employer, etc. with your name and address clearly listed and from the last or current month)
* Verification of residency for the family with whom you are living such as their tax bill, mortgage statement, current lease agreement or current gas or electric bill
* If the family with whom you are living is renting, current lease agreement with your family members names added on the lease

**If you recently made an offer on a home**, you must provide the following:

* Upon closing you will need to provide a copy of the settlement statement or a warranty deed

**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 your child’s enrollment
* liable for tuition for the time in attendance as a non-resident student
* criminal prosecution with the appropriate law enforcement agency against all parties involved.