

Verification of Age

The principal must verify the age of each student enrolling in the District for the first time. If a birth certificate is not available, the principal may accept other documents as proof of a student's age.

Proof of Residence

At the time of registration, the parent, guardian, or other person having lawful control of the student under order of a court must present proof of residence in the District in the form of one or more of the following:

1. A recently paid rent receipt.
2. A current lease agreement.
3. The most recent tax receipt indicating home ownership.
4. A current utility bill indicating the address and the adult's name.

In addition, the adult must present a valid Texas driver license or Texas ID card indicating the correct address.

For a student living separate and apart from his or her parent, guardian, or other person having lawful control under order of a court, the adult District resident with whom the student resides must provide proof of residence in the same manner as a parent.

For a nonresident student whose resident grandparent provides a substantial amount of after-school care, the grandparent must provide proof of residence in the same manner as a parent.

Verification of
Residence
Information

District staff in charge of enrollment procedures may require additional documentation when a student's residence status is in question. The Superintendent or designee may verify student's residence information by:

1. Requiring additional mail addressed to the person enrolling the student;
2. Visually inspecting the residence for evidence that the student indeed lives there; or
3. Applying the criteria outlined in the UIL Constitution and Contest Rules.

Exceptions

Proof of a student's residency will be waived in either of the following circumstances:

*Homeless
Students*

1. When the student is homeless as defined by law.

Substantial Care

2. When the student is a nonresident for whom a resident grandparent provides a substantial amount of before- or after-school care. As approved by the Board, a substantial amount

of before- or after-school care consists of at least two hours per school day, before or after school, contiguous to school hours for each day of the regular school week.

The age of the student and any special needs or circumstances will also be considered. The student may continue in enrollment as long as the grandparent provides this level of care.

Transportation between the school and the grandparent's house when the student is staying with the grandparent must be provided by either the resident grandparent providing the before- or after-school care or by school bus transportation. The usual place of before- or after-school care must be at the grandparent's house who is listed as the before- or after-school caregiver. An exception may be granted by the school administration based on a determination of the legitimacy and acceptability of extenuating circumstances.

**Admission
Information**

The District requires completion of a form containing information on each student seeking admission. If the student is not living with a parent, guardian, or other person having lawful control of the student, the District will verify the student's reason for establishing a residence separate and apart from the student's parent, guardian, or other person having lawful control of the student under order of a court.

**Designation of
Person Standing in
Parental Relation**

The District will request that a power of attorney be provided for any student not currently residing with a parent or guardian. The District will establish a time line for the completion and return of the power of attorney and a procedure for waiving this request when the Superintendent determines that a student's circumstances preclude compliance.