LEDYARD PUBLIC SCHOOLS CHANGE OF ADDRESS FORM

Form 5111.3(e)

Student's full legal name: _____

Last First Full Middle Suffix (e.g. Jr., III)

☐ Male
☐ Female

School: _____ Grade: _____ Date of Birth: _____

Month/Day/Year

Student's new physical address: _____

(must not be a P.O. Box) Number Street Apartment # Town State Zip Code

Student's new mailing address (if applicable): _____

P.O. Box # or Street # Street Town Street Zip Code

Home/Mobile telephone: (_____)_____

FAMILY STATUS: ☐ Married ☐ Divorced ☐ Single ☐ Separated

☐ Mother Deceased ☐ Father Deceased

Child resides with: ☐ Both parents ☐ Mother ☐ Father ☐ Other

Legal custody status*: _____

Legal guardian name if different from parent*: _____

*Please provide any relevant custody/guardianship paperwork that is not already on file.

Mother/guardian: _____ Business phone: (_____) _____

Last name, First name Area code Number

_____

Address (if different from student's address)

(_____)_____ _____ (_____)_____

Home phone (if different from student's home phone) Email address Area code Mobile phone number

Employer: _____ Fax: (_____) _____

Area code Number

Father/Guardian: _____ Business phone: (_____) _____

Last name, First name Area code Number

_____

Address (if different from student's address)

(_____)_____ _____ (_____)_____

Home phone (if different from student's home phone) Email address Area code Mobile phone number

Employer: _____ Fax: (_____) _____

Area code Number

Residency Requirement(s) and Verification Notice

In accordance with Sections 10-186, 10-220 and 10-253(d) of the Connecticut General Statutes, the Ledyard Board of Education requires proof of residency in Ledyard during the school enrollment process. Individuals seeking enrollment in Ledyard Public Schools are required to provide such proof. All residency documents submitted are subject to verification by the Ledyard Board of Education. Proof of residency is also required for a change of address within the town.

Pursuant to Section 10-253 (d) of the Connecticut General Statutes, a child living with any individual other than the child's parent/legal guardian can attend school in the district only if such residence is (1) permanent; (2) provided without pay; and (3) not solely for the purpose of gaining school accommodations. In accordance with the statute, the district has the right to require proof that all three requirements have been satisfied.

In accordance with Section 10-186(b) (4) of the Connecticut General Statutes, if it is determined a student has been enrolled in Ledyard Public Schools in violation of the statutes referenced above, the Ledyard Board of Education has the right to assess tuition. Such tuition will be based on the district's per diem net current local education expenditure (as defined in section 10-261), multiplied by the number of days the student was improperly enrolled in Ledyard Public Schools. In addition, the statute provides that the Board of Education may seek to recover the amount of the assessment through available civil remedies.

By signing below, you acknowledge you have read and understand the residency requirements of enrollment in Ledyard Public Schools. You understand the Ledyard Board of Education has the authority to impose tuition as outlined above if the student being enrolled is not a resident of Ledyard. You also understand the Ledyard Board of Education has the right to pursue any and all legal remedies in the event that a student is enrolled improperly.

You hereby give consent to the Ledyard Board of Education to verify any information pertaining to the permanent residency of all pertinent parties involved in this registration.

_____ _____

Parent/Guardian Name (Print) Student Name (Print)

_____ _____

Parent/Guardian Signature Date

PROOF OF RESIDENCY DOCUMENTS TABLE

Please provide one (1) mandatory item from Category A and one (1) from Category B. If unable to provide from Category B, two items from Category C are required. Account numbers and amounts may be redacted from forms. In addition to these documents, a photo ID is required.

******DOCUMENTS IN CATEGORIES B & C ARE REQUIRED TO BE LESS THAN 30 DAYS OLD AND MUST REFLECT YOUR CURRENT LEDYARD ADDRESS. POST OFFICE BOX ADDRESSES ARE NOT ACCEPTABLE. ******

Category A	Category B	Category C
• Current mortgage statement • Current conveyance statement • Copy of property deed if no mortgage statement is available • Settlement statement or closing disclosure (new homeowners only) • Lease-must be unexpired, signed by lessor/lessee, dated and landlord contact information must be provided • Military Orders- (per PA21-86) • Section 8 agreement with dates of tenancy Notarized Landlord Residency Affidavit Form with landlord contact information if no lease exists, if lease is expired, or if lease is weekly or month to month	• Current utility bill statement-complete bill required, not just payment stub • Utility work order showing service address for new homeowners. Examples include: • Electric • Natural Gas • Solar • Cable/Satellite • Water ***Cell phone bills and shut off notices are not acceptable	• Valid CT driver's license (address labels not accepted) • Valid CT DMV non-driver's photo identification with current address Valid automobile registration • Current auto or homeowners insurancedeclaration page Voter registration • Current payroll stub • Bank or Credit Card statement • Court document • Letter from any government agency The following documents should have Ledyard address and dated for most current tax year: • W-2 form • Auto or property tax bill

Documents for Proof of Residency per Policy 5111(a) Admission, Placement And Ages Of Attendance

If the student's family is living with another family in Ledyard: - both parties must complete the LPS Residency Affidavit and provide it during registration. This Notarized Residency Affidavit is valid for the current school year only and must be renewed annually. -Both parties must also provide the following documents: Host Family - a photo ID & one document from column A and one document from column B, while the family living with the host family must provide a photo ID and two documents from column C

If the living situation is temporary, once they have moved into their own residence, proof of residency for their new address is required and must be brought to the Central Office Registration Office.