

200-AR Enrollment of Students

Attachment C

MUHLENBERG SCHOOL DISTRICT
Certificate of Residency
(Families Living with Residents)

Commonwealth of Pennsylvania
County of Berks

Resident name(s) being duly

sworn or affirmed according to law, deposes and says as follows:

That he/she is a resident of the Muhlenberg School District, Pennsylvania, residing at street, city, state, zip code

and has attached two proofs of residency as required by Policy 200, Enrollment of Students.

That he/she understands that parent/guardian: name(s) of school-aged children: name(s)

are residing in the same residence and will provide proof of such residency as outlined in Policy 200 Enrollment of Students. This proof of residency must be filed with the appropriate elementary principal and/or secondary guidance office within 30 days. The parent and child/children intend to reside in the home of the resident continuously and not merely through the school term.

That he/she agrees that in the event that it is determined that the student is not residing in the home of the resident in accordance with Section 1302 of the School Code, the resident will be liable for payment of tuition from the initial date of non-residence. The student will be withdrawn from school unless tuition payments are made and, then, paid in advance for the remainder of the year. Tuition payments for the 2011-2012 school year are estimated to be \$4,086.29 for half day Kindergarten, \$8,172.57 for elementary grades Kindergarten through six; \$9,346.35 for secondary grades, seven through twelve.

A person who knowingly provides false information in this sworn statement for the purpose of enrolling a child in the school district for which the child is not eligible commits a summary offense and shall, upon conviction of such violation, be sentenced to pay a fine as established by the court for the benefit of the school district in which the person resides, or to perform community service, or both. In addition, the person shall pay all court costs and shall be liable to the school district for an amount equal to the amount of tuition calculated in accordance with Section 2561 of the School Code during the period of enrollment.

That he/she hereby agrees to notify the said school district within ten (10) days of any changes in the conditions subscribed to above.

Signature of Resident

Signature of Resident

Sworn to and subscribed before me this

day of A.D.

Notary Public

MUHLENBERG SCHOOL DISTRICT

A school age child is entitled to attend Muhlenberg Schools if the child is a resident of the district. A child is a resident if the parent or guardian resides in the Muhlenberg School District, is living with a district resident who is supporting the child gratis and is seeking enrollment under 24 P.S. §1302, is a non-resident student living in a foster home within the district, or, if the child is an emancipated minor, and the child lives in the Muhlenberg School District.

FOR FAMILIES RESIDING IN A HOME OF A SCHOOL DISTRICT RESIDENT

When parent(s) with school-aged child/children take up residence in the home of a school district resident (example: grandparents), **the resident must present in person two proofs of residence upon enrollment (see below)**. In addition, the resident must fill out the district-provided form attesting to the fact that the people listed reside in the resident's home. The form must be notarized.

Acceptable proofs of residency for school district resident (all proofs must be originals).

A Property Tax Bill, Mortgage Statement, or Recorded Deed in your name showing residence property or an original signed lease/rental agreement identifying the student(s) as a tenant; one of the following:

- a. Proof of residency from the County Registrar of Voters; or
- b. Current vehicle registration showing residence property address; or
- c. Utility bill in your name for the current month showing residence property address (cell phone bill is not a utility);
or
- d. Check stubs/statement from wages, public assistance, or Social Security showing residence property address.

The adult and child must reside in the home of the resident continuously and not merely through the school term. Within 30 days, the adult having the custodial care of the child and living in the home of the resident must provide the school with two acceptable proofs of residence. Copies of proofs of residence will be made and placed in the student's file. Failure to do so will result in the student(s) being withdrawn from the school rolls.

Acceptable proofs of residency for individual residing with district resident (all proofs must be originals).

- a. Proof of residency from the County Registrar of Voters; or
- b. Current vehicle registration showing residence property address; or
- c. Utility bill in your name for the current month showing residence property address (cell phone bill is not a utility);
or
- d. Check stubs/statement from wages, public assistance, or Social Security showing residence property address.

Parents/guardians of all students registering in the Muhlenberg School District must present two acceptable proofs of residence to the school as part of the registration process before a student is permanently permitted to attend school. This procedure applies to all students registering in all grades (K-12) including original entries and re-entries. The school district may request proofs of residency at any time.

In the event that it is determined that the student and parent/guardian are not residing in the home of the resident, the resident will be liable for the payment of tuition from the initial date of non-compliance. The student will be withdrawn from school unless tuition payments are made and, then, paid in advance for the remainder of the school year.

A person who knowingly provides false information in this sworn statement for the purpose of enrolling a child in the school district for which the child is not eligible commits a summary offense and shall, upon conviction of such violation, be sentenced to pay a fine as determine by the court for the benefit of the school district in which the person resides, or to perform community service, or both. In addition, the person shall pay all court costs and shall be liable to the school district for an amount equal to the amount of tuition calculated in accordance with Section 2561 of the School Code during the period of enrollment.