

RESIDENCY: Points to Remember

- **BE SURE TO CHECK THE ADDRESS!** Is it within the FPS area? Is it within your school's boundaries? Remember that there are Farmington Hills addresses that belong to Clarenceville and Walled Lake Public Schools.
- **Is the parent listed on the *original* birth certificate?** More and more fathers are registering students and are sometimes not listed on the birth certificate. If he is not, he must supply an affidavit of parentage or proof that he has applied for this document with the State of Michigan. Another option would be to produce documentation from the Friend of the Court that he is a payer of child support for the enrollee.
- **LEASES**
 - Check beginning and ending dates of the lease. **DO NOT ACCEPT A LEASE THAT HAS ALREADY EXPIRED.**
 - Are all occupants listed? Meaning parent(s)/guardian(s) and students that are involved in the enrollment. If not, family must provide a lease with all occupants listed or a letter from the apartment complex on letterhead that states that they are aware that specified individuals are occupying that particular apartment.
 - Leaseholder must complete and sign the *Consent to Release of Leasing Records* form. It is up to each individual building as to whether they call and verify each lease. Some buildings do.
- **THREE PROOFS OF RESIDENCY**
 - One (1) warranty deed, settlement statement, **current** property tax statement or **current** lease with all occupants listed.
 - Two (2) **current** utility bills: gas, electric, phone, cable. You may accept a water bill, if it lists the name and address of the resident.

These are the three proofs of residency. **Not** a bank statement. **Not** a credit card statement. **Not** a mortgage statement. **Not** a doctor's bill. **Not** car insurance. Only in "extreme" circumstances do we accept other forms of proof. Please call School Community Relations x3329 at Central Office to determine validity of an alternate form. We do understand that with the financial conditions in Michigan "extreme" circumstances are more prevalent.

- ****Driver's License with Current FPS District Address****

- **REQUEST TO STAY AT CURRENT SCHOOL**

A student, who remains a resident of the District but has moved outside of the boundaries of their current assigned school within the current school year, may choose to remain at their assigned school during the current school year only. For the subsequent year, the student must enroll in the school assigned to their new residence, unless he/she applies for Intra-District School of Choice at an open building/grade level and that choice is granted. The only exception would be for those students that have completed their junior year of high school and choose to remain at the current school for their senior year.

A student who remains a resident of the District but has moved outside of the boundaries of their current assigned school during the summer, must enroll in the school assigned to their new residence effective the coming school year, unless he/she has already applied for Intra-District School of Choice at an open building/grade level and that choice was granted. The only exception would be for those students that have completed their junior year of high school and choose to remain at the current school for their senior year.