



LIVINGSTON PARISH PUBLIC SCHOOLS

REQUIREMENTS FOR VERIFYING STUDENT RESIDENCY

When it may be necessary to verify a student's residency within a school's attendance zone for school enrollment, the school may request the following information to be provided.

- Custodial Papers – Divorced, separated parents or legal guardians must present an original or certified copy of court ordered custody papers, a copy of which will be kept on file at the school. Educational or provisional custody is not accepted nor papers that are simply notarized.
- An original, current electric bill indicating point of service and the billing address (a deposit slip is not acceptable).
- Plus any three of the seven documents listed:
 - ❖ A Livingston Parish current homestead exemption notification
 - ❖ A certified copy of the Act of Sale
 - ❖ An original lease agreement/rental contract
 - ❖ An original, current driver's license or Department of Motor Vehicle Identification
 - ❖ An original, current medical/Medicare card
 - ❖ An original, current gas bill (a deposit receipt is not acceptable)
 - ❖ A Livingston Parish food stamp verification form

NEED: COPY OF SOCIAL SECURITY CARD
COPY OF BIRTH CERTIFICATE
COPY OF HEALTH RECORDS
COPY OF LAST REPORT CARD
STUDENT TRANSFER OR WITHDRAWAL FORM