

Carroll County Schools Proof of Residency Requirements

Board Policy/Administrative Regulation JBC/JBC-R: School Admissions

Parent/Legal Guardian who OWNS or is the LEASE HOLDER:	Parent/Legal Guardian whose name is NOT the mortgage holder, lease holder or deed owner:
<p>Please provide a minimum of TWO (2) of the required documents from the list below. <u>No P.O. Boxes are accepted.</u></p> <ul style="list-style-type: none"> • Deed • Mortgage statement (<i>CURRENT within 30 days</i>) • Original, current Lease/rental agreement with the name, physical address, and phone number of the owner/lessee. NO RENT RECEIPTS WILL BE ACCEPTED. • Carroll EMC or Georgia Power bill showing the service (physical) address (<i>CURRENT within 30 days</i>)** OR current Prepaid Carroll EMC Service payment receipt with physical address. Prepaid card will not be accepted. • Carroll County Water Authority bill (<i>CURRENT within 30 days</i>) showing name, service (physical) address of the residence. • Employer documentation (i.e., pay stub) with the physical address of the parent/guardian (<i>CURRENT within 30 days</i>). • For the CURRENT year, a Carroll County tax statement OR car tag receipt with evidence of payment under the owners name and physical address of the residence. • Current Voter Registration documentation from Carroll County with the physical address of the residence. 	<p>Please provide a minimum of TWO (2) of the required documents from the list below. <u>No P.O. Boxes are accepted.</u></p> <p>Provide the following:</p> <ul style="list-style-type: none"> • Signed and notarized Property Owner's/Renters Affidavit - <u>REQUIRED</u> <p style="color: red; text-decoration: underline;"><i>The affidavit MUST be completed by the property owner or lease holder. That person must provide two (2) of the following documents AND their photo ID. This information will be verified.</i></p> <ul style="list-style-type: none"> • Deed • Mortgage statement (<i>CURRENT within 30 days</i>) • Original, current Lease/rental agreement with the name, physical address, and phone number of the owner/lessee. NO RENT RECEIPTS WILL BE ACCEPTED. • Carroll EMC or Georgia Power bill showing the service (physical) address (<i>CURRENT within 30 days</i>)** OR current Prepaid Carroll EMC Service payment receipt with physical address. Prepaid card will not be accepted. • Carroll County Water Authority bill (<i>CURRENT within 30 days</i>) showing name, service (physical) address of the residence. • Employer documentation (i.e., pay stub) with the physical address of the parent/guardian (<i>CURRENT within 30 days</i>). • For the CURRENT year, a Carroll County tax statement OR car tag receipt with evidence of payment under the owners name and physical address of the residence. • Current Voter Registration documentation from Carroll County with the physical address of the residence.

At the discretion of the Principal or designee, if evidence of a parent/guardian's residence within the District is still insufficient, the Principal or designee shall submit a referral to the school social worker or the Assistant Superintendent of Student Services. The Assistant Superintendent of Student Services may take additional actions as necessary to verify the parent or guardian's residence within the District.

**For newly established Georgia Power residential service, Georgia Power will provide a Letter of Residency (LOR) to establish how long you have had service. Online requests <https://customerservice.southerncompany.com/Letter/Requests.aspx> or please call Residential Customer Service at 1-888-660-5890. Hours: 24 hours a day/7 days a week/365 days a year. The Letter of Residency can be used to register the student. Upon receipt of the official Georgia Power billing statement, the parent/guardian is REQUIRED to provide a copy of the bill to the school(s) in which their student(s) attend.