



Residency includes the following: being physically present in a household for significant periods of time; where important family activities take place each day including sleeping, eating, working, relaxing and playing; where the parent/guardian receives mail or where the parent/guardian is registered to vote, if applicable.

Enrollment-Proving Residency

Proof of residency shall be required for all newly enrolled students and any student whose address changes. Residency shall be established by providing an original, or copy, of one (1) item from, the list:

- (1) Homeowner Deed-**a printout from the auditor's website may be provided instead of a deed.
- (2) Property Tax Statement-** dated within the previous year and addressed to the parent/guardian at the residence.
- (3) Mortgage Statement-** dated within the previous 60 days and addressed to the parent/guardian at the residence.
- (4) Rental Agreement-**lease signed by both the landlord and tenant including landlord's contact information.
- (5) Construction Contract** include: (1) a sworn statement describing the location of the house to be built and stating the parent's intention to reside there upon completion; and (2) a statement from the builder confirming that a new house is being built for the parent and that the house is the location indicated in the parent's sworn statement.
- (6) Homeowner or Renter Insurance Statement-**dated within the last 12 months.
- (7) Gas/Electric/Water Statement-**dated within the last 30 days.
- (8) Federal or State tax returns-**dated within the last 12 months.
- (9) Any piece of mail dated within the last 30 days from the federal, state, or local government, such as Clermont County Job & Family Services, Social Security, Child Support Enforcement Agency, etc.**

Note: West Clermont Local School District accepts Parent Residency and Property Owner Affidavits with required proof of residency documents.

West Clermont Local School District does not accept any notarized statements as proof of residency.

Questions or to make an appointment please contact Central Enrollment at (513)943-5042