

VERIFICATION OF AGE

The principal must verify the age of each student enrolling in the District for the first time. If a birth certificate is not available, the principal may accept other legal or notarized documents as proof of a student’s age.

PROOF OF RESIDENCE

At the time of registration, or whenever the student moves to another residence within Carroll ISD boundaries, the parent, guardian, or other person having lawful control of the student under court order must present proof of residence in the District in the form of one or more of the following:

1. A recently paid rent receipt and a current utility bill.
2. A current lease agreement and a current utility bill or utility deposit receipt.
3. The most recent property tax receipt or settlement statement indicating home ownership and a current utility bill indicating the address and the adult’s name.

In addition, the adult must present a valid Texas driver’s license or Texas ID Card indicating the correct address.

For a student living separate and apart from his or her parent, guardian, or other person having lawful control under order of a court, the adult District resident with whom the student resides must provide proof of residence in the same manner as a parent.

For a nonresident student whose resident grandparent provides a substantial amount of after-school care, the grandparent must provide proof of residence in the same manner as a parent.

BONA FIDE RESIDENCE

A student’s bona fide residence shall be defined as the domicile that is the student’s fixed, permanent, and principal housing for legal purposes. A student does not establish a bona fide residence by living in the District or a particular attendance zone for only a portion of the week, or only on school days, unless this arrangement is specified in a divorce decree or other court order.

VERIFICATION OF RESIDENCE INFORMATION

District staff in charge of enrollment procedures may require additional documentation when a student’s residence status is in question. The Superintendent or designee may verify a student’s residence information by:

1. Requiring additional mail addressed to the person enrolling the student;
2. Visually inspecting the residence for evidence that the student indeed lives there; or,

ADMISSIONS

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(REGULATION)

- 3. Applying the criteria outlined in the UIL Constitution and Contest Rules.

EXCEPTIONS

Proof of a student’s residency shall be waived in either of the following circumstances:

HOMELESS STUDENTS

- 1. When the student is homeless as defined by law.

SUBSTANTIAL CARE

- 2. When the student is a nonresident for whom a resident grandparent provides a substantial amount of after-school care. As approved by the Superintendent, a substantial amount of after-school care consists of at least:

Four hours (4) per school day for four (4) days during the regular school week.

ADMISSION INFORMATION

The District requires completion of a form containing information on each student seeking admission. [See Exhibits A, B, and C, as appropriate]. If the student is not living with a parent, guardian, or other person having lawful control of the student, the District will verify the student’s reason for establishing a residence separate and apart from the student’s parent, guardian, or other person having lawful control of the student under order of a court.

DESIGNATION OF PERSON STANDING IN PARENTAL RELATION

The District will request that a Power of Attorney be provided for any student not currently residing with a parent or guardian. [See Exhibits D and E]. The District will establish a time line for the completion and return of the Power of Attorney and a procedure for waiving this request when the Superintendent determines that a student’s circumstances preclude compliance.