

ALLEGANY COUNTY PUBLIC SCHOOLS**OFFICE OF PUPIL PERSONNEL SERVICES - SHARED DOMICILE DISCLOSURE FORM**

The undersigned do hereby attest that the parents/guardians of the child(ren) listed are residing at the following address:

Street Address

City, State, Zip Code

and request that the following school-aged child(ren) residing at the same address be permitted to enroll in the Allegany County Public Schools for the school year 20__-20__ (Do not lists children of homeowner/leaseholder):

<u>Name of Student</u>	<u>Date of Birth</u>	<u>School</u>	<u>Grade</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

I understand that falsifying the above information shall result in withdrawal of the student(s), and that tuition shall be assessed for each student falsely enrolled in the Allegany County Public Schools. Tuition fees are subject to revision by the Allegany County Board of Education.

The above-named student(s) will be permitted to enroll in the Allegany County Public Schools while the student(s) and parents/guardians are domiciled at the above-stated address. If a change in domicile occurs, the resident property homeowner/leaseholder and parents/guardians must notify the school(s) immediately, but no later than fifteen (15) business days of the occurrence. If it is determined that false information has been provided or a change in domicile occurs and the school(s) is/are not notified, the parents/guardians whose signatures appear below shall be liable for the assessed tuition, in accordance with Board of Education Policy JFA/JFA-R, Resident and Nonresident Students.

I understand that in accordance with Policy JFA/JFA-R, the resident property homeowner/leaseholder will provide proof of property ownership or current lease, and the parents/guardians will provide photo identification and three (3) current documents proving domicile at the above-stated address. Residency verification must be renewed each year that the student(s) and parents/guardians live in a shared domicile living arrangement.

I solemnly affirm under the penalties of perjury that the contents of this document are true to the best of my knowledge, information, and belief. Furthermore, I have received and read copies of Policy JFA/JFA-R.

Signature of Resident Property Homeowner/Leaseholder

Signature of Parent/Guardian of Student(s)

Print Name Home Phone Number

Print Name Home Phone Number

E-mail Address Cell Phone Number

E-mail Address Cell Phone Number

I hereby certify that on this _____ day of _____, 20__, Before me, the subscriber, a notary public of the State of Maryland, in and for the county of _____, personally appeared, _____, and made oath in due form of the law that the foregoing matters and facts set forth in the Shared Domicile Disclosure Form are true and correct to the best of the his/her knowledge, information, and belief, under penalty of perjury.

I hereby certify that on this _____ day of _____, 20__, Before me, the subscriber, a notary public of the State of Maryland, in and for the county of _____, personally appeared, _____, and made oath in due form of the law that the foregoing matters and facts set forth in the Shared Domicile Disclosure Form are true and correct to the best of the his/her knowledge, information, and belief, under penalty of perjury.

Notary Public _____

Notary Public _____

Print Name _____

Print Name _____

My Commission Expires _____

My Commission Expires _____

Decision ☐ Approved ☐ Denied _____ Date: _____

If approved, enrollment is for the 20__-20__ school year only, and only if the parents/guardians and child(ren) named herein reside at the address provided on this *Disclosure Form*. A new *Disclosure Form* must be filed each school year.

APPEALS: Must be made in writing and filed within ten (10) business days of the date of the denial with the Director of Special Education and Student Services, 108 Washington Street, Cumberland, Maryland 21502.

A copy of this *Disclosure Form*, signed by the pupil personnel worker/residency investigator, and all submitted residency documents must accompany your appeal.