

Oxford Public Schools

Proof of Residency, Occupancy and Identification Procedures

Before any child is able to attend Oxford Public Schools, the child’s parent or legal guardian must prove residence in the Town of Oxford. Families whose primary residence is outside of Oxford are not eligible to attend Oxford Public Schools unless they are enrolled at Project COFFEE or one of our Special Education programs, or have been accepted through the School Choice program.

Residence is the place where a person dwells permanently, not temporarily, and is the place that is the center of his or her domestic, social and civil life. Temporary residence in the Town of Oxford, solely for the purpose of attending Oxford Public Schools, shall not be considered residency.

All applicants must submit proof of residency, along with proof of occupancy and evidence of identification.

Documents must be pre-printed with the name and Oxford address of the child’s parent or guardian and must be presented at the time of registration.

These documents will also be required for any change of address.

This form must accompany at least one document from each of the following three columns: A, B and C.

Column A	Column B	Column C
<u>Evidence of Residency</u>	<u>Evidence of Occupancy</u>	<u>Evidence of Identification (Photo ID)</u>
Record of recent mortgage payment (or if home no longer has a mortgage a copy of the deed) AND/OR property tax bill	Utility bill or work order dated within the past 60 days showing Oxford address and name, including: Gas bill, oil bill, electric bill, home telephone bill, cable bill, excise tax bill	Valid Driver’s license
Copy of current lease (including SHA and HUD leases) AND record of recent rental payment	Bank statement dated within the past 60 days, current vehicle registration for vehicle registered within the past 60 days	Valid passport
Residency Affidavit from Landlord affirming tenancy AND copy of current utility bill in the landlord’s name OR record of most recent rental payment OR canceled check from rent payment		W-2 form
Section 8 Agreement		