

Proof of Residency

All new students entering the Cedar Rapids Community School District and current students who move to a new residence must provide the proper documentation to establish proof of residency. The name and address on these documents must match the name and address of the parent or legal guardian (or primary parent) of the student.

The following websites may be used to confirm the appropriate attendance center based on the address:

- Cedar Rapids Community School District web page for school boundary search
<http://www.cr.k12.ia.us/schools/streetFinder/boundarySearch.html>
- Linn County Auditor site: <http://gis.linncounty.org/maps/>

The legal residence of a minor student is the same as that of his/her parents/guardians. If the residence of a minor is not the same as the parent's, the residence must have been established for the sake of the student having a home and not for the sake of attendance in the District or a building.

Acceptable proof of residency documents are listed below. The parent/guardian name and the residence address must be listed on the document and residency at the address is required.

- Purchase contract with possession date or closing date
- Most recent property tax bill
- Recent mortgage statement
- Utility bill (gas or electric) for the last or current month

If you rent, please provide one of the following:

- A current, signed lease or rental agreement with the rental term listed
- Utility bill (gas or electric) for the last or current month
- A pay stub from your employer, for the last or current month, showing the resident address
- A notarized letter from the landlord with the rental term listed. It must list the property owner's name, address, and signature; and the name and signature of the parent/guardian residing at the residence.

Additional information:

- Any student whose residency is deemed homeless will be verified by our District Homeless Coordinator.
- Falsification of any information or document required for residence verification, or the use of the address of another person without actually residing there may result in revocation of enrollment at an attendance center and reassignment to resident school.

Approved: 01-13-14