

Torrance Unified School District
JOSEPH ARNOLD ELEMENTARY SCHOOL
4100 W. 227th Street, Torrance, CA 90505

RESIDENCE VERIFICATION

Dear Parent or Legal Guardian:

The Torrance Unified School District may **ONLY** enroll students whose **PARENT OR LEGAL GUARDIAN RESIDES WITHIN SCHOOL DISTRICT BOUNDARIES** (Education Code 48200). Residence verification is a parent responsibility and falsification of information will be grounds for immediate cancellation of enrollment. **THERE CAN ONLY BE ONE RESIDENCE** (Government Code Sec. 244). If parents live separately, the parent awarded custody and control of the student establishes the residence.

To verify parent or legal guardian's name and home address present the **ELECTRIC BILL** along with one of the following utility bills:

GAS, or ; WATER/TRASH, or ; TIME WARNER CABLE BILL

- ▶ Parent or legal guardian must reside at this address and utility bills must show parent name and residence address service is connected to.
- ▶ Utility bills must be originals and for the current month—NO ONLINE PRINTOUTS ACCEPTED
- ▶ DISCONNECT NOTICES ARE NOT ACCEPTED.
- ▶ Present top portion of utility bill—STUBS OR BOTTOM PORTION OF BILL NOT ACCEPTED
- ▶ Utility bills showing "C/O or %" by the parent's name are NOT ACCEPTED as proof of residency. If utility bill is not in the parent's name, a notarized residency form will be required by the school and must be renewed annually. In addition, periodic home checks will be done.
- ▶ RENTAL AGREEMENTS AND/OR TELEPHONE BILLS ARE NOT ACCEPTED.

* Must show parent name and address where you reside and service is connected to. **BILLS SHOWING "C/O OR %" BY THE PARENT'S NAME WILL NOT BE ACCEPTED AS PROOF OF RESIDENCE.** If utility bill is not in the parent's name, a notarized residency form will be required by the school and must be renewed annually. In addition, periodic home checks will be done.

Present at least THREE other acceptable documents listed below if you rent and **DO NOT PAY UTILITIES**. In addition, provide a current letter on PROPERTY MANAGEMENT CO. LETTERHEAD ONLY stating utilities are included in the rent.

- ✓ Current Computer Printout of DMV Car Registration (where you reside)
(When you move, you must give your new address to the DMV within 10 days. **It's the law.**)
- ✓ Current Car Insurance Statement (at home, where you reside)
- ✓ Current Bank Statement – (checking or savings statement – not checks)
- ✓ Current Official Government Mail
- ✓ Current Verification of Residence Service Letter from So. Calif. Gas Company *
- ✓ Current Verification of Residence Service Letter from So. Calif. Edison Company *
- ✓ Current Moving Company Receipt from Prior Address to New Address
- ✓ California Identification Card
- ✓ Voter Registration Card

* **VERIFICATION OF RESIDENCE SERVICE LETTER MUST BE ON COMPANY LETTERHEAD** and show parent name, address and date of service; thirty (30) days later, original utility bill must be presented to school.

Escrow papers **with closing date within 60 days** and no contingencies may be considered at the beginning of the school year.

- A. **Immunization Records** - Original doctor's record, verified school records with dates of immunizations, and a Mantoux TB test if this is the first time attending a California school.
- B. **Proof of date of birth** - This is required by State law. The proof of birth may be one of the following, but must be the original.
 - Birth Certificate
 - Passport
- D. **Most Recent Report Card** (except for incoming kindergarten students.)