

**Spring Branch Independent School District  
Agenda Item Information**

**Date of Board Meeting:** November 17, 2008

**Subject:** Consideration and Possible Action on Potential Amendments: FD (LOCAL)  
ADMISSIONS

**Administrator Responsible:**

**Name:** Diane Jackson, Ed.D.

**Position:** Policy Administration & Governmental Relations

**Purpose of Agenda Item:**

Information only       Action needed       Report

**Additional Information and/or Back-Up:**

Recommend discussion, approval of potential amendments and Second Reading of FD (LOCAL) ADMISSIONS

Potential amendments may be considered. Possible action may occur.

Annotated copy is attached.

FD (REGULATION) and (EXHIBITS A, B, C, D, E) are attached for Board review.

ADMISSIONS

REGISTRATION  
FORMS

Appropriate registration forms shall be completed annually and signed by the student's parent, legal guardian, or other person having lawful control. Students who have reached age 18 shall be permitted to complete and sign these forms themselves.

DESIGNATION OF  
PERSON STANDING IN  
PARENTAL RELATION

A minor student residing in the District whose parent or legal guardian, or other person having lawful control under a court order does not reside in the District shall present a Determination of Residency form [Exhibit A] completed by an adult resident of the District.

MINOR LIVING APART

A minor student whose parent, guardian, or other person with lawful control under a court order does not reside in the District and who has established a separate residence in the District, shall not be admitted if, during the preceding calendar year:

1. The student was placed in a disciplinary alternative education program or expelled;
2. The student is on probation or conditional release for delinquent conduct or conduct indicating a need for supervision; or
3. The student is on probation or conditional release following conviction of a criminal offense.

RESIDENCY  
REVIEW

The Superintendent or designee shall determine whether a minor student residing in the District separate and apart from a parent, guardian, or other person having lawful control is present in the District for the primary purpose of participating in extracurricular activities.

The Superintendent's determination may be appealed to the Board under FNG(LOCAL) or GF(LOCAL), as appropriate, beginning at Level Three, by making a written request to the Superintendent.

NONRESIDENT  
STUDENT IN  
GRANDPARENT'S  
AFTER-SCHOOL CARE

The parent and grandparent of a nonresident student requesting admission under Education Code 25.001(b)(9) shall provide annually to the Superintendent or designee the required information on the grandparent's residency and complete a form [Exhibit E] provided by the District describing the extent of after-school care to be provided by the grandparent.

The Superintendent or designee shall have authority to approve such admissions requests in accordance with criteria approved by the Board.

SUBSTANTIAL CARE

The definition of substantial care is provided in FD(REGULATION). This definition shall not be changed without consultation with the Board.

ADMISSIONS

PLACEMENT

ACCREDITED  
SCHOOLS

Students entering a District school from accredited public, private, or parochial schools after grade 1 shall provide evidence of prior schooling outside the District. They shall be placed initially at the grade level reached elsewhere, pending observation by the classroom teacher, guidance personnel, and the principal. On the basis of these observations and results of tests that may be administered by appropriate District personnel, the principal shall determine the final grade placement.

For the purposes of this policy, “accredited” shall be defined as accreditation by TEA, an equivalent agency from another state, or an accrediting association recognized by the Commissioner of Education.

NONACCREDITED  
SCHOOLS

Students entering a District school from nonaccredited public, private, or parochial schools, including homeschools, shall be placed initially at the discretion of the principal, pending observation by classroom teachers, guidance personnel, and the principal. Criteria for placement may include:

1. Scores on achievement tests, which may be administered by appropriate District personnel.
2. Recommendation of the sending school.
3. Prior academic record.
4. Chronological age and social and emotional development of the student.
5. Other criteria deemed appropriate by the principal.

TRANSFER  
CREDIT

The District shall validate high school credit for courses of transfer students from nonaccredited public, private, or parochial schools by testing or by other evidence that the courses meet State Board requirements and standards.

WITHDRAWAL

Minor students may withdraw from school by presenting a request signed by the student’s parent or guardian and stating the reason for the withdrawal. Students 18 or older may request withdrawal without a parent’s or guardian’s signature.

[For District withdrawal of students no longer in attendance, see FEA(LOCAL)]

DAY TREATMENT  
STUDENTS

Students who attend treatment centers within the District but reside neither within the District nor at the treatment center shall not be considered residents of the District for school attendance purposes.

ADMISSIONS

PERMISSIVE  
ATTENDANCE

A student not eligible to enter first grade under provisions of the Education Code may be assigned to first grade before age six. ~~The attendance of the student shall be maintained on a kindergarten register even though the student is receiving first grade instruction.~~ Such assignments shall be the decision of each campus administration after a period of observation and shall be made with the consent of the student's parent or guardian based on a student meeting the criteria for acceleration. [See EEJB (LOCAL)]

INITIAL ENROLLMENT  
IN PUBLIC SCHOOLS

Students who are five, six, or seven years of age and have not previously been enrolled in a public school may be considered for enrollment in prekindergarten, kindergarten, or first grade. Such assignments shall be the decision of each campus administration, be based on multiple criteria, and made with the consent of the student's parent or guardian.

ADMISSIONS

FD  
(REGULATION)

**VERIFICATION OF AGE** The principal must verify the age of each student enrolling in the District for the first time. A birth certificate is required for prekindergarten, kindergarten, and first grade students, and is preferred for all other grades. If a birth certificate is not available for students in grades 2 and above, the principal may accept other documents (school records, passport, baptismal certificate, hospital certificate) as proof of a student's age.

**PROOF OF RESIDENCE** At the time of registration, the parent, legal guardian, or other person having lawful control of the student under order of a court must present proof of residence in the District in the form of one or more of the following:

1. A recently paid rent receipt.
2. A current lease agreement.
3. The most recent tax receipt indicating home ownership.
4. A current utility bill indicating the address in the adult's name.

For a student living separate and apart from his or her parent, legal 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 and nonresident parent must both provide proof of residence in the same manner as a resident parent.

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

**EXCEPTIONS** Proof of a student's residency will be waived in either of the following circumstances:

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

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FD  
(REGULATION)

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 Board, a substantial amount of after-school care consists of at least three hours per school day for at least four days during the regular school week.

The student may continue in enrollment as long as the grandparent provides this level of care.

The parent and grandparent of a nonresident student requesting admission under Education Code 25.001(b)(9) will provide annually to the Superintendent or designee the required information on the grandparent's residency and complete a form provided by the District describing the extent of after-school care to be provided by the grandparent.

The Superintendent or designee will have authority to approve such admissions requests in accordance with criteria approved by the Board.

ADMISSION  
INFORMATION

The District requires completion of a form containing information on each student seeking admission. [See Exhibits A, B, C, D, and E] as appropriate] If the student is not living with a parent, legal 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, legal guardian, or other person having lawful control of the student under order of a court.

STUDENTS LIVING  
SEPARATE AND  
APART FROM LEGAL  
GUARDIAN

For students moving into the District to reside other than with parents, the District resident with whom the student resides must complete an Application for Determination of Residence of a Minor Living Apart from the Parent, Legal Guardian, or Other Person Having Lawful Control Under Court Order [EXHIBIT A], indicating that the resident assumes parental responsibility for the student. The principal or designee will review the application to determine if the student is eligible to attend school.

Students must reside in the District on a full-time basis. Full-time means that the student spends the majority of nights in his or her residence in the District. Driving into the District to attend school while residing outside the District is unacceptable. Residing in the District only on school nights is also unacceptable to establish residency.

Proof of residency may be established by a lease with the student's name on the lease. The apartment manager or homeowner must verify that the student is a full-time resident within the District.

The principal may ask the school attendance officer to investigate to verify residency. If the attendance officer finds evidence that the student resides outside the District:

1. The student will be withdrawn.
2. The parent will be charged tuition, and
3. The parent may be subject to criminal charges for providing false enrollment data.

FOREIGN EXCHANGE  
STUDENTS

NUMBER OF  
STUDENTS  
ACCEPTED

In accordance with a waiver granted by the Commissioner pursuant to Education Code 25.001(e), up to two exchange students will be accepted at each high school on a first-come, first-served basis after the students have met the criteria for admission. This limitation of two exchange students per campus does not include the number of foreign exchange students currently enrolled in the District or students who have requested enrollment prior to March 22, 2006 (the date of the waiver). Once a high school has accepted two foreign exchange students, additional applicants may be considered for enrollment in other District high schools if space permits. The District will apply for this waiver on an annual basis.

CRITERIA FOR  
ADMISSION

Criteria for admission of a foreign exchange student to a District high school include:

1. The applicant must be a participant in one of the state department-approved foreign exchange programs listed in the Advisory List of International Educational Travel and Exchange Programs from the Council on Standards for International Educational Travel.
2. The applicant must be proficient enough in the English language to enroll in regular education classes.
3. The student must be at least 15 years of age, but no more than 18 years and six months on September 1 of the school year for which he or she is applying for admission.
4. The first two applicants at each high school meeting the above criteria and submitting completed application packets will be approved for admission.

INELIGIBLE  
APPLICANTS

A student is not eligible to apply if the student has completed a high school course of study or the equivalent in another country.

APPLICATION

The application packet to be completed by the foreign exchange student's agent applying for admission to the District will contain:

1. An official, original transcript:

- a. Students who do not want to graduate from a District high school must provide a transcript reflecting courses taken through the school year prior to application for admission, along with a description of those courses and the duration of each course.
- b. Students who want to graduate from a District high school and participate in graduation ceremonies must provide:
  - (1) A transcript for work completed through the last semester before August of the placement year.
  - (2) An evaluation of the transcript for grade placement by an American translator association-certified organization, at the foreign exchange program's expense, that provides:
    - (a) A description of the grading system;
    - (b) A description of the courses taken; and
    - (c) An explanation of the number of hours of instruction completed during each full grading period.
2. A copy of a birth certificate or passport.
3. A completed statement of understanding (Exhibit A).
4. A completed checklist (Exhibit B).

ENROLLMENT AND  
PLACEMENT

Enrollment and placement requirements for foreign exchange students include:

1. Requirements at the time of enrollment:
  - a. Submission of a transcript of courses taken the school year prior to enrollment;
  - b. Submission of current immunization records; and
  - c. Enrollment in six classes [enrollment in English as a Second Language (ESOL) is not permitted].
2. Placement in courses will be subject to school evaluation.
3. Placement in the high school will be limited to grades 9–11 only.



See the following pages for forms relating to student enrollment:

- Exhibit A: Application for Determination of a Minor's Residence — 3 pages
- Exhibit B: Solicitud para la Determinación de la Residencia de un menor — 3 pages
- Exhibit C: Proof of Residency — 2 pages
- Exhibit D: Prueba de Residencia — 2 pages
- Exhibit E: Affidavit of Student Admission Information (For Nonresident Student in a Grandparent's After-School Care) — 2 pages

EXHIBIT A

APPLICATION FOR DETERMINATION OF RESIDENCE OF A MINOR APART  
FROM THAT OF THE PARENT, LEGAL GUARDIAN, OR OTHER PERSON  
HAVING LAWFUL CONTROL UNDER COURT ORDER

This application must be submitted for each person (hereafter called "student") under 18 years of age who claims a residence in the Spring Branch Independent School District separate and apart from the residence of the student's parent, legal guardian, or other person having lawful control of the student under an order of a court (hereafter called "parent, legal guardian, or court custodian," whether there is one or more).

**There are civil and criminal penalties for knowingly providing false information on a student enrollment form, including payment of tuition and criminal sanctions. [See Texas Penal Code 37.10 and Texas Education Code 25.001(h) and (i)]**

(Please print)

1. Name of Student: \_\_\_\_\_  
Age: \_\_\_\_\_ Sex:  Male  Female Grade Level: \_\_\_\_\_

2. Name of Last School Attended: \_\_\_\_\_  
City/State: \_\_\_\_\_ Grade Level: \_\_\_\_\_

3. Name of parent, legal guardian, or court custodian of student. (If there is more than one, name each and designate status.)

\_\_\_\_\_  
Address of parent, legal guardian, or court custodian of student. (Include apartment number if applicable.)

4. Where does student reside within the Spring Branch ISD? (Address: include apartment number if applicable) Proof of residency as defined in policy FD(LOCAL) is required.

5. Name of person(s) with whom student is residing within the Spring Branch ISD.

6. Relation of student to person(s) with whom he or she is residing in the Spring Branch ISD. (If no relation, state "None")

7. Will the person(s) with whom the student will be residing within the Spring Branch ISD assume parental responsibility for the student (insofar as the Spring Branch ISD is concerned) regarding matters that are customarily communicated with the parent, guardian, or court custodian? These responsibilities include but are not limited to issues relating to illness, medical treatment, truancy, disciplinary problems, grade reporting, emergency notification, and obtaining permission to attend field trips, and other activities of the District.

Yes  No

ADMISSIONS

FD  
(EXHIBIT)

1. When did the student start residing at the address shown above (question #4) in the Spring Branch ISD? \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_ Year
2. Why did the student start residing at such address in the Spring Branch ISD?  
\_\_\_\_\_
3. Has the student engaged in conduct that resulted in removal to an alternative education program or expulsion within the preceding year?     Yes     No
4. Has the student engaged in delinquent conduct or conduct indicating a need for supervision and is on probation or other conditional release for conduct?     Yes     No
5. Has the student been convicted of a criminal offense and is on probation or other conditional release?     Yes     No
6. With whom does the student spend most weekends? \_\_\_\_\_
7. Does the parent, guardian, or court custodian contribute to the support of the student?  
 Yes     No
8. Does the custodial parent pay the major portion of the support of the student?  
 Yes     No    If not, who does? \_\_\_\_\_
9. Where does the student intend to reside after completing the current school year?  
\_\_\_\_\_
10. Does the student intend to remain in the Spring Branch ISD temporarily?  
 Yes     No    If so, for how long? \_\_\_\_\_
11. Does the student intend to remain in the Spring Branch ISD indefinitely?  
 Yes     No
12. Are there future plans as to where the student and the parent, guardian, or court custodian will live?  Yes     No    If yes, state the plans: \_\_\_\_\_  
\_\_\_\_\_
13. Please give any additional information that indicates why the student is residing in the Spring Branch ISD.  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Person Assuming Parental Responsibility

\_\_\_\_\_  
Date

APPROVED: \_\_\_\_\_  
Administrator's Signature

\_\_\_\_\_  
Date

ADMISSIONS

FD  
(EXHIBIT)

ASSUMPTION OF PARENTAL RESPONSIBILITY

State of Texas  
County of Harris

Before me, a notary public, on this day personally appeared \_\_\_\_\_  
\_\_\_\_\_ known to me to be the person  
whose name is subscribed to the foregoing document and, being by me first duly sworn, de-  
clared that the statements therein contained are true and correct.

Give under my hand and seal of office this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public, State of Texas

\_\_\_\_\_  
Typed/Printed Name of Notary

My Commission Expires: \_\_\_\_\_

EXHIBIT B

SOLICITUD PARA LA DETERMINACIÓN DE LA RESIDENCIA DE UN MENOR  
DIFERENTE A LA DE LOS PADRES, TUTOR LEGAL U OTRA PERSONA  
QUE TENGA CUSTODIA LÍCITA DE ACUERDO A UNA ORDEN JUDICIAL

Esta solicitud debe ser entregada a cada persona (de aquí en adelante llamada "estudiante") menor de 18 años de edad quien reclame residencia en el Distrito Escolar Independiente de Spring Branch que esté separada y aparte de la residencia del padre, tutor legal u otra persona que tenga control lícito del estudiante de acuerdo a una orden judicial (de aquí en adelante llamada "padre, tutor legal, o representante legal", ya sea uno o más).

**Hay sanciones civiles y criminales por deliberadamente dar información falsa en el formulario de inscripción de un estudiante, que incluye el pago de colegiatura y sanciones criminales. [Ver 37.10 del Código Penal de Texas y 25.001(h) y (i) del Código de Educación de Texas]**

(Escriba con letra de imprenta, por favor)

1. Nombre del estudiante: \_\_\_\_\_

Edad: \_\_\_\_\_ Sexo:  Masculino  Femenino Nivel de Grado: \_\_\_\_\_

2. Nombre de la última escuela a la que asistió: \_\_\_\_\_

Ciudad/Estado: \_\_\_\_\_ Nivel de grado: \_\_\_\_\_

3. Nombre del padre, tutor legal o representante legal del estudiante. (Si hay más de uno, nombre cada uno y su estado designado).

\_\_\_\_\_  
Dirección del padre, tutor legal o representante legal del estudiante. (Incluya el número de departamento si es aplicable).

4. ¿Dónde vive el estudiante dentro del Spring Branch ISD? (Dirección: Incluya el número de departamento si es aplicable) Se requiere una prueba de residencia, tal como se define en la política FD (LOCAL).

5. Número de personas con las que vive el estudiante dentro del Spring Branch ISD.

6. Parentesco del estudiante con las personas que vive en el Spring Branch ISD. (Si no hay parentesco, escriba "Ninguno").

7. ¿Asumirán las personas con las que el estudiante estará viviendo dentro del Spring Branch ISD responsabilidad de padres con el estudiante (en la medida que el Distrito Escolar Independiente de Spring Branch esté interesado) con respecto a los asuntos que las autoridades escolares comuniquen habitualmente con el padre, tutor o representante legal? Estas responsabilidades incluyen, pero no se limitan a los asuntos relacionados con enfermedades, tratamiento médico, ausentismo escolar, problemas de disciplina, informes de calificaciones, avisos de emergencia y obtención de permisos para asistir a viajes de campo y otras actividades del Distrito Escolar.

Sí  No

ADMISSIONS

FD  
(EXHIBIT)

1. ¿Cuándo comenzó a vivir el estudiante en la dirección mostrada arriba (pregunta número 4) en el Spring Branch ISD? \_\_\_\_\_ Mes \_\_\_\_\_ Día \_\_\_\_\_ Año
2. ¿Por qué el estudiante comenzó a vivir en tal dirección en el Spring Branch ISD?  
\_\_\_\_\_
3. ¿Se ha involucrado el estudiante en conductas que resulten en cambio a un programa de educación alterna o expulsión dentro del año precedente?  
 Sí     No
4. ¿Ha participado el estudiante en conducta delictiva o conducta que indique una necesidad de supervisión y esté bajo un periodo de prueba u otra liberación condicional a causa de su conducta?  
 Sí     No
5. ¿Ha estado el estudiante convicto por un delito penal y está bajo un periodo de prueba o bajo otra liberación condicional?  
 Sí     No
6. ¿Con quiénes pasa el estudiante la mayoría de los fines de semana? \_\_\_\_\_
7. ¿Contribuye el padre, tutor o representante legal al apoyo económico del estudiante?  
 Sí     No
8. ¿Paga el padre custodia la mayor parte del sostén económico del estudiante?  
 Sí     No    Si contestó no, ¿quién lo hace? \_\_\_\_\_
9. ¿Dónde intenta residir el estudiante después de terminar el año escolar actual?  
\_\_\_\_\_
10. ¿Intenta el estudiante permanecer temporalmente en el Spring Branch ISD?  
 Sí     No    Si es así, ¿por cuánto tiempo? \_\_\_\_\_
11. ¿Intenta el estudiante permanecer indefinidamente en el Spring Branch ISD?  
 Sí     No
12. ¿Hay planes futuros de dónde va a vivir el estudiante y el padre, tutor o representante legal?  
 Sí     No    Si contestó afirmativamente, exponga los planes: \_\_\_\_\_
13. Por favor, proporcione información adicional que indique por qué el estudiante está viviendo en el Spring Branch ISD.  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Firma de la persona que está asumiendo la Responsabilidad de los Padres

\_\_\_\_\_  
Fecha

APROBADO: \_\_\_\_\_

\_\_\_\_\_  
Firma del Administrador

\_\_\_\_\_  
Fecha

ASUNCIÓN DE LA RESPONSABILIDAD DE LOS PADRES

Estado de Texas  
Condado de Harris

Ante mí, un notario público, en este día compareció personalmente \_\_\_\_\_  
\_\_\_\_\_ sabido por mí ser la persona  
cuyo nombre está suscrito en el presente documento y debidamente juramentado declaró  
que las declaraciones contenidas en este documento son verdaderas y correctas.

Extendido bajo mi firma y sello de oficina, este día \_\_\_\_ de \_\_\_\_\_ de 20\_\_\_\_.

\_\_\_\_\_  
Notario Público, Estado de Texas

\_\_\_\_\_  
Nombre del Notario impreso/escrito a máquina

Mi comisión expira: \_\_\_\_\_

EXHIBIT C

PROOF OF RESIDENCY  
SCHOOL YEAR 20\_\_\_\_-20\_\_\_\_

Proof of Residency is used for the sole purpose of verifying residence in Spring Branch for parents who are not able to provide proof of residency in their own name.

Name of Parent(s): \_\_\_\_\_

Name of Student: \_\_\_\_\_ Age \_\_\_\_ Grade \_\_\_\_ School \_\_\_\_\_

Name of Student: \_\_\_\_\_ Age \_\_\_\_ Grade \_\_\_\_ School \_\_\_\_\_

Name of Student: \_\_\_\_\_ Age \_\_\_\_ Grade \_\_\_\_ School \_\_\_\_\_

Name of Student: \_\_\_\_\_ Age \_\_\_\_ Grade \_\_\_\_ School \_\_\_\_\_

**Reason for Proof of Residence:**

[ ] Apartment Residency Not on Lease (fill in # 1)

[ ] A Home Occupant — living with someone who owns his/her own home (fill in # 2)

[ ] Rents or Leases from an individual without a contract (fill in # 3)

**Apartment (#1)**

Name of Person(s) who leased the apartment: \_\_\_\_\_

Name of Apartments: \_\_\_\_\_

Address: \_\_\_\_\_ Apt. # \_\_\_\_ Zip Code \_\_\_\_ Phone # \_\_\_\_\_

Date Lease Begins: (must be current) \_\_\_\_\_ Date Lease Ends: \_\_\_\_\_

\*Attach a copy of apartment lease verifying the above information.

**Home (# 2)**

Name of Owner(s): \_\_\_\_\_

Address: \_\_\_\_\_ Zip Code \_\_\_\_ Phone # \_\_\_\_\_

\*Attach a copy of the mortgage or tax statement verifying the above information.

**Renting or Leasing (# 3)**

Name of Owner(s): \_\_\_\_\_

Address: \_\_\_\_\_ Zip Code \_\_\_\_ Phone # \_\_\_\_\_

Date Lease Begins: (must be current) \_\_\_\_\_ Date Lease Ends: \_\_\_\_\_

\*Attach a copy of the mortgage or tax statement verifying the above information.



ADMISSIONS

FD  
(EXHIBIT)

\*\*\*\*\*

I verify that the above family is currently residing with me or leasing from me. I understand that a person who knowingly falsifies information on this form required for a student's enrollment in a Texas public school will be liable to the District for the tuition fee established by the Board and/or court costs or the amount the District has budgeted per student as maintenance and operating expenses, whichever is greater. (Education Code 21.031) (Penal Code 37.10)

Signature of Owner/Lessor: \_\_\_\_\_ Date: \_\_\_\_\_

STATE OF TEXAS  
COUNTY OF HARRIS

SWORN TO and subscribed before me on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

SEAL

\_\_\_\_\_  
Signature of Notary Public or School Official  
My commission expires: \_\_\_\_\_

EXHIBIT D

PRUEBA DE RESIDENCIA  
AÑO ESCOLAR 20\_\_\_\_-20\_\_\_\_

La prueba de residencia se usa con el único propósito de verificar la residencia en Spring Branch para los padres que no pueden dar prueba de residencia en su propio nombre.

Nombre(s) del Padre(s): \_\_\_\_\_

Nombre del estudiante \_\_\_\_\_ Edad \_\_\_\_ Grado \_\_\_\_ Escuela \_\_\_\_\_

Nombre del estudiante \_\_\_\_\_ Edad \_\_\_\_ Grado \_\_\_\_ Escuela \_\_\_\_\_

Nombre del estudiante \_\_\_\_\_ Edad \_\_\_\_ Grado \_\_\_\_ Escuela \_\_\_\_\_

Nombre del estudiante \_\_\_\_\_ Edad \_\_\_\_ Grado \_\_\_\_ Escuela \_\_\_\_\_

**Razón para la prueba de residencia:**

[ ] Residencia de departamento que no está en renta (llenar en # 1)

[ ] Ocupante de casa - vive con alguien que posee su propia casa (llenar en # 2)

[ ] Renta o alquiler a un individuo sin un contrato (llenar en # 3)

**Departamento (# 1):**

Nombre(s) de la(s) persona(s) quien(es) renta(n) el departamento: \_\_\_\_\_

Nombre de los Departamentos: \_\_\_\_\_

Dirección: \_\_\_\_\_ Dept. # \_\_\_\_ Código Postal \_\_\_\_ Teléfono # \_\_\_\_\_

Fecha del alquiler comienza: (debe estar al corriente) \_\_\_\_\_ Fecha de alquiler termina: \_\_\_\_\_

\*Anexe una copia de la renta del departamento, para verificar la información anterior.

**Casa (# 2):**

Nombre del propietario(s): \_\_\_\_\_

Dirección: \_\_\_\_\_ Dept. # \_\_\_\_ Código Postal \_\_\_\_ Teléfono # \_\_\_\_\_

\*Anexe una copia de la hipoteca o estado de cuenta de los impuestos para verificar la información anterior.

**Renta o alquiler (# 3):**

Nombre del propietario(s): \_\_\_\_\_

Dirección: \_\_\_\_\_ Dept. # \_\_\_\_ Código Postal \_\_\_\_ Teléfono # \_\_\_\_\_

Fecha del alquiler comienza: (debe estar al corriente) \_\_\_\_\_ Fecha de alquiler termina: \_\_\_\_\_

\*Anexe una copia de la hipoteca o estado de cuenta de los impuestos para verificar la información anterior.

ADMISSIONS

FD  
(EXHIBIT)

\*\*\*\*\*

Confirmando que la familia mencionada arriba está residiendo actualmente conmigo o le estoy rentando. Entiendo que una persona, que deliberadamente falsifica información en esta forma requerida para la inscripción de un estudiante en una escuela pública de Texas, será responsable ante el distrito por la colegiatura, establecido por la mesa directiva, y/o los costos de la corte o la cantidad que el distrito haya presupuestado por estudiante como gastos de mantenimiento y operación, lo que sea mayor. (Código de Educación 21.031) (Código Penal 37.10)

Firma del Propietario/Arrendador \_\_\_\_\_ Fecha: \_\_\_\_\_

ESTADO DE TEXAS  
CONDADO DE HARRIS

JURADO y firmado ante de mí, el día \_\_\_\_\_ de \_\_\_\_\_ de \_\_\_\_\_.

SELLO

\_\_\_\_\_  
Firma del Notario Público o Funcionario Escolar  
Mi comisión expira: \_\_\_\_\_

Exhibit E

FOR SCHOOL YEAR \_\_\_\_\_  
AFFIDAVIT OF STUDENT ADMISSION INFORMATION (FOR NONRESIDENT  
STUDENT IN A RESIDENT GRANDPARENT'S AFTER-SCHOOL CARE)

**NOTICE TO PERSON ENROLLING THE STUDENT: A person who knowingly falsifies information on a form required for a student's enrollment in the District will be liable to the District for tuition or other costs, as provided in Education Code 25.001(h), if the student is not eligible for enrollment but is enrolled on the basis of false information. In addition, presenting false information or false records is a criminal offense under Penal Code 37.10.**

To be completed annually by the parent or legal guardian:

I am over 18 years of age and am legally competent to testify. I have personal knowledge of the facts set forth herein, and they are true and correct.

1. My name is \_\_\_\_\_. I am the parent or legal guardian of \_\_\_\_\_ for whom I am requesting admission to the \_\_\_\_\_ School District under Education Code 25.001(b)(9).
2. This child and I reside at \_\_\_\_\_ in the \_\_\_\_\_ School District.  
My telephone number is \_\_\_\_\_.
3. This child is \_\_\_\_\_ years of age on September 1 of this scholastic year and currently attends \_\_\_\_\_ in that district.
4. This child's grandparent, \_\_\_\_\_, will provide my child after-school care as follows:
  - a. Actual hours per day: \_\_\_\_\_ a.m./p.m. to \_\_\_\_\_ a.m./p.m.
  - b. Number of school days per week: \_\_\_\_\_
  - c. Months that the child's grandparent will provide this care: \_\_\_\_\_
5. I agree to notify the Superintendent within three school days of any changes to the after-school care described above.
6. I *(do)* *(do not)* authorize the employees of the \_\_\_\_\_ School District to contact the child's grandparent identified below for nonemergency purposes.  
Contact for emergency purposes will be as I have indicated on the District's Emergency Contact Information Card.

Signature of (parent/guardian) Affiant \_\_\_\_\_

Typed or Printed Name of Affiant \_\_\_\_\_

ADMISSIONS

FD  
(EXHIBIT)

BEFORE ME, the undersigned notary public, personally appeared \_\_\_\_\_  
and \_\_\_\_\_, known to me to be the persons whose names  
are subscribed below, who, upon being duly sworn, stated:

STATE OF TEXAS  
COUNTY OF \_\_\_\_\_  
SUBSCRIBED AND SWORN TO BEFORE ME  
on this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public, State of Texas

To be completed annually by the grandparent who will provide after-school care:

I am over 18 years of age and am legally competent to testify. I have personal knowledge of the facts set forth herein, and they are true and correct.

1. My name is \_\_\_\_\_. I am the grandparent of this child.
2. I reside at \_\_\_\_\_  
in the \_\_\_\_\_ School District.  
My telephone number is \_\_\_\_\_.
3. I will assume responsibility for the supervision of this child for the purpose of providing after-school care as described in item 4 above.
4. I agree to notify the Superintendent within three school days of any changes to the after-school care described above.

Signature of (grandparent) Affiant \_\_\_\_\_

Typed or Printed Name of Affiant \_\_\_\_\_

BEFORE ME, the undersigned notary public, personally appeared \_\_\_\_\_  
and \_\_\_\_\_, known to me to be the persons whose names  
are subscribed below, who, upon being duly sworn, stated:

STATE OF TEXAS  
COUNTY OF \_\_\_\_\_  
SUBSCRIBED AND SWORN TO BEFORE ME  
on this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public, State of Texas