

List of Approved Documents to Prove You Live in Washington, DC

Section A (one document is required)		Document Checklist
Pay Stub	Issued within the past forty-five (45) days immediately preceding the school's review of residency documentation, that contains the name of the applicant showing his/her DC home address and withholding of DC personal income tax for the current tax year	<input type="checkbox"/> Shows name and DC home address <input type="checkbox"/> Issued within the past 45 days <input type="checkbox"/> Shows DC tax withholding for current tax year
Financial Assistance from the Government of the District of Columbia	Official documentation of financial assistance from the Government of the District of Columbia and issued to the applicant within the past twelve (12) months immediately preceding the school's review of residency documentation, including, but not limited to, Temporary Assistance for Needy Families (TANF), Medicaid, the State Child Health Insurance Program (SCHIP), housing assistance or other programs	<input type="checkbox"/> Shows name and DC home address <input type="checkbox"/> Issued within the past 12 months
Supplemental Security Income Annual Benefits	Supplemental Security Income annual benefits notification issued to the applicant within the past twelve (12) months immediately preceding the school's review of residency documentation and indicating his/her current DC home address	<input type="checkbox"/> Shows name and DC home address <input type="checkbox"/> Issued within the past 12 months
Tax Information Authorization Waiver Form	A copy of Form D40 certified by the DC Office of Tax and Revenue, with the name of the applicant and evidence of payment of DC taxes for prior tax year	<input type="checkbox"/> Shows evidence of payment of DC taxes for prior tax year
Military Housing Orders	Military housing orders showing the applicant's name and his/her residency or current DC home address	<input type="checkbox"/> Shows name and DC home address
Proof that the child is a ward of the District of Columbia	Proof that the child is a ward of the District of Columbia, in the form of a court order or official documentation from DC Child and Family Services Agency (When this option is used as proof of residency, no signature is required for Part C of this form)	<input type="checkbox"/> Shows name <input type="checkbox"/> Proof child is a ward of DC

Embassy Letter	Embassy letter, with an issue date after April 1 of the current school year, showing the name of the applicant, a statement indicating that the person enrolling lives on embassy property in the District of Columbia, and an official embassy seal	<input type="checkbox"/> Shows name and embassy address <input type="checkbox"/> Issued after April 1 of current school year <input type="checkbox"/> Proof of living on embassy property <input type="checkbox"/> Official embassy seal
Section B (two documents are required)		
Unexpired DC Motor Vehicle Registration	Unexpired DC motor vehicle registration showing the name of the applicant and his/her current DC home address	<input type="checkbox"/> Shows name and DC home address <input type="checkbox"/> Must be unexpired
Unexpired Lease or Rental Agreement	An unexpired lease or rental agreement <u>with</u> receipts for payment or cancelled checks for payment of rent for a period within two (2) months immediately preceding the school's review of residency documentation, for the current DC address at which the applicant actually resides	<input type="checkbox"/> Shows name and DC home address <input type="checkbox"/> Must be unexpired <input type="checkbox"/> Receipts for payment or cancelled check within two months of registration
Unexpired D.C. Motor Vehicle Operator's Permit	An unexpired D.C. motor vehicle operator's permit or official government issued non-driver identification in the name of the person showing his/her current DC home address	<input type="checkbox"/> Shows name and DC home address <input type="checkbox"/> Must be unexpired
One Utility Bill	One utility bill (only gas, electric, and water bills are acceptable) listing the name of the applicant and his/her current DC home address, <u>with</u> receipt of payment or cancelled check for payment of the bill. The receipt of payment or cancelled check must be from a period within the two (2) months immediately preceding consideration of residency	<input type="checkbox"/> Shows name and DC home address <input type="checkbox"/> Receipt of payment or cancelled check from within two months of registration

Penalty for False Information: Any person, including any District of Columbia public school or public charter school official, who knowingly supplies false information to a public official in connection with student residency verification shall be subject to charges of tuition retroactively, and payment of a fine of not more than \$2,000 or imprisonment for not more than 90 days, but not both fine and imprisonment, pursuant to the District of Columbia Nonresident Tuition Act, approved September 8, 1960 and amended by the District of Columbia Public Schools and Public Charter

School Student Residency Fraud Prevention Amendment Act of 2012 (D.C. Code §38-312). The case of any such person may be referred by the Office of the State Superintendent of Education to the Office of the Attorney General.