

## NORWOOD PUBLIC SCHOOLS

### What You Need to Know About PROOF OF RESIDENCY

Before any student is assigned or invited to attend a Norwood Public School, the student's parent or legal guardian must prove legal residence in the Town of Norwood. Families whose primary residence is outside of Norwood are **NOT** eligible to attend Norwood Public Schools. All applicants must submit at least **THREE** proofs of residency. Documents must be pre-printed with the name and address of the student's parent or guardian and must be presented at the school at the time of registration. These documents also will be required for any change of address.

### A VALID PHOTO I.D. IS REQUIRED AT TIME OF REGISTRATION

In addition, all applicants must submit the following documents from **EACH** of the following two columns:

#### Column A (Need 2 Items)

Copy of deed **AND** record of most recent mortgage payment  
Copy of lease **AND** record of most recent rent payment  
Legal affidavit from landlord affirming tenancy **AND** record of most recent rent payment  
Copy of Section 8 Agreement

#### Column B (Need 1 Item)

**Original bill or work order within the past 30 days**

*(We **DO NOT** accept cell phone bills or water / sewer bills)*

Gas Bill  
Oil Bill  
Electric Bill  
Home Telephone Bill  
Cable TV Bill

#### **Dated within the past year:**

Current vehicle registration  
Current W-2 form  
Excise (vehicle) Tax Bill  
Property Tax Bill

#### **Dated within the past 60 days:**

Letter from approved government agency  
Bank or credit card statement

If a family is sharing housing with an individual or family, and does not pay rent, the family may submit a letter from the landlord/owner who owns or leases the property.

### MORE ABOUT RESIDENCY

Legal guardianship requires additional documentation from a court or agency.

This residency policy does **NOT** apply to homeless students.

For more information about enrollment and registration, go to <http://www.norwood.k12.ma.us/about/student-registration.cfm> or call 781-762-6804.

**REPORT RESIDENCY FRAUD TO YOUR SCHOOL PRINCIPAL**