

Dear Parent,

Your student should be bringing home their forms for the annual address verification process on Thursday or Friday of this week. Student should have received their form from their Teacher Advisor. Please be sure to fill out the forms and return them as promptly as possible the front office. Blank forms are also available on our website.

Sincerely,

Leslie Roach
Principal

Annual Residency Verification

Regular Residencies

For continuation of enrollment for the fall school year of 2010, all Irvine regular residents are required to provide annual proof of **residency verification**. The items required are two current proofs of residency (1 & 2), the Residency Affidavit (3) and the Residency Verification (4) forms. You can do one form for all of your **NHS students**.

You have a regular residency if you live in a home in the Irvine Unified School District boundaries, with your own child, and the bills are in your name. If this is your situation, please fill out the enclosed forms for either homeowner or renter and bring **ALL FOUR** of the items requested to the **front office** at Northwood High School any time during regular school hours (7:30 am to 4 pm). You may send in all paperwork with your student if you prefer.

1 & 2. **TWO** of the following residency verifications are required. (On-line bill statements will NOT be accepted. Duplicate bills can be requested within 2-4 business days of all utility services within IUSD boundaries)

- **Electric bill** (both parts including pay stub in English) or verification of electrical service connection.
- **Southern California Gas bill** (both parts including pay stub in English) or verification of gas service connection.
- **Current Property Tax or Income Tax Documents**
- **Current Water** (both parts including pay stub in English) or verification of water service connection.
- **Waste Management Bill** (both parts including pay stub in English)
- **Current Payroll Stub** (both name and address must appear on payroll stub)
- **Current Social Services documents**

3. Completed Residency Affidavit Form (Signed by Witness)

4. Completed Residency Verification Form

We will not accept partial residency verifications. All forms are needed before processing. **This process needs to be complete by April 2, 2010, or your student will be dis-enrolled from IUSD for the 2010-2011 school year.**

If your situation does not qualify as a regular resident, please contact Jolene Illingworth for assistance at 949-936-7204.

Note: If parents have joint custody, only ONE parent needs to prove residency