



ADDRESS CHANGE VERIFICATION

Students enrolled in the Beaver Dam Unified School District (BDUSD) are required to provide address verification when they move to a new address. Student addresses will not be updated until the new address is confirmed.

TWO documents are required to verify a new address. One document from each of the two categories below. All items must have the name of the parent/guardian at the address listed on the enrollment form. Items in Category B must be dated within 30 days of the date of enrollment.

CATEGORY A

- Current accepted purchase agreement, closing statement after purchase of the home, or mortgage statement.
- Current lease agreement. Month-to-month lease agreements must be dated and valid on the date of the enrollment request.

CATEGORY B

- Current billing statement. Acceptable billing statements include bills for gas/electricity, water, cable/satellite, landline/cell phone, or credit card.
- Current wage statement or bank statement.
- Auto or Health Insurance statement.
- Government correspondence for Supplemental Security Income (SSI), Wisconsin Works Cash Benefits (W2), Temporary Assistance for Needy Families (TANF), Food Share letter, or Housing Assistance letter.

I certify, under penalty of perjury, that the documentation presented is true and correct to the best of my knowledge and BDUSD may rely on this information to determine the residency of the student.

Parent/Legal Guardian Signature: _____ Date: _____

Student Name(s): _____

WI State Statute 121.77 requires that students attend school in their district of residence and school districts charge tuition to non-resident students. BDUSD investigates and verifies residency, should false residency information be given and student(s) enroll, the district is entitled to charge tuition when appropriate and will file a claim to recover the tuition under state statute 121.81 which the parent/guardian is required to pay.

FOR OFFICE USE ONLY - Check which documents were presented and reviewed for address verification.

CATEGORY A	
<input type="checkbox"/> Accepted Purchase Agreement <input type="checkbox"/> Closing Statement <input type="checkbox"/> Mortgage Statement <input type="checkbox"/> Lease Agreement	
CATEGORY B	
<input type="checkbox"/> Gas/Electric <input type="checkbox"/> Water <input type="checkbox"/> Cable/Satellite <input type="checkbox"/> Landline/Cell Phone <input type="checkbox"/> Credit Card	<input type="checkbox"/> Bank Statement <input type="checkbox"/> Wage Statement
<input type="checkbox"/> Health Insurance <input type="checkbox"/> Auto Insurance	Gov't Correspondence: <input type="checkbox"/> SSI <input type="checkbox"/> W2 <input type="checkbox"/> TANF <input type="checkbox"/> Food Share <input type="checkbox"/> Housing Asst
Address Listed on Documentation:	

I have reviewed and verified the documents that have been presented as address verification.

BDUSD Staff Member Signature: _____ Date: _____