



**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
CHARTING THE COURSE

Office of Student Leadership  
**Shared Housing Form (2017-2018)**

**THIS DOCUMENT WILL NOT BE ACCEPTED IF NOT COMPLETELY FILLED OUT**

If a student/family is found to be in a homeless situation, the McKinney-Vento Homeless Education Act allows enrollment without a permanent address. **Not all Shared Housing situations are considered homeless.** If you feel your situation would qualify under this provision, please complete the Questionnaire Family/Student Domicile form and submit to the school registrar. Call Project HOPE Virginia Beach at 263-2062 for additional information.

<b>Date:</b>		<b>Date Shared Housing Began:</b>	
<b>Student's Name:</b>		<b>School:</b>	
<b>Name of Parent(s) Requesting Shared Housing:</b>			
<b>Name of Home Owner/Lease Holder:</b>			
<b>Phone No. of Home Owner/Lease Holder:</b>			
<b>Address of nighttime residence:</b>			
<b>Reason for Request:</b>			
<b>Previous Address:</b>			
<b>Reason Left Residence:</b>			
<b>Car(s) License Plate Number(s)</b>			

- My child and I maintain our nighttime residence every night during the school week at the address listed above not solely for school purposes.
- I have no other residence in Virginia Beach or elsewhere.
- The documentation presented as proof of residence attests to my permanent move. (The original residence must be abandoned and may not be used by any family member.)
- I will notify the school principal of any change in residency with three (3) days.
- I understand that I cannot leave the child(ren) for any length of time in the care of a non-custodial relative or adult.
- If any of this information is false, I may be liable for payment of tuition.
- I understand that I can be charged with a Class 4 misdemeanor for knowingly making a false statement concerning the residence of a child in a particular school division or school zone.
- I understand that a home inspection may be made to verify residency.
- I understand that if the Shared Housing is in an apartment complex, the manager will be contacted for verification.
- I understand if the documentation listed below is not received within 30 days, my child(ren) will be withdrawn.

By signing below, I affirm that the information above is true and accurate under penalty of Section 22.1-3.2 of the Code of Virginia.

**For proof of residency, a current driver's license or DMV ID is required along with one of the following: bank statement, vehicle registration, paycheck stub, or voter registration card with current address. These documents must have the address you are currently claiming as your residence.**

This permission has to do only with registration for classes. Any student who transfers from one school to another within the city, without a corresponding change of address, will be ineligible to participate in any VHSL activity for a period of one calendar year from the date of enrollment.

My child plans to participate in a Virginia High School League (VHSL) activity. If checked, list activity \_\_\_\_\_ (Please give copy to the Student Activities Coordinator.)

If you have lived at this residence for less than 30 days, you will be given temporary enrollment at the time of registration and will have **30 days** to provide this required information. **Failure to provide required documentation will result in the withdrawal of your child(ren) from school.**

**Please be advised that shared housing forms must be completed annually.**

\_\_\_\_\_  
Signature of Parent/Guardian/Adult Student

**This section is to be completed by the leaseholder/homeowner.**

I hereby affirm that my primary residence is located at:

\_\_\_\_\_

Living with me are the adults and children listed below:

Name(s) of adult(s) residing with me:

\_\_\_\_\_  
\_\_\_\_\_

Name(s) of child(ren) residing with me:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- I understand that enrollment of the above-named student(s) will be based on my sworn statement that the child(ren) and parent(s) are residents of Virginia Beach, whose primary nighttime residence is at the location listed above. (The parent and child must be residing in your home every night during the school week.)
- I understand that I may be liable for payment of tuition for them if this statement is false. I also agree to notify the school principal of any change of residency of the above named adults or students within three (3) days of such change.
- I understand that a home inspection may be made to verify residency.
- I understand that I can be charged with a Class 4 misdemeanor for knowingly making a false statement concerning the residency of a child in a particular school division or school zone.

By signing below, I affirm that the information above is true and accurate under penalty of Section 22.1-3.2 of the Code of Virginia.

This form must be accompanied by:

- Title deed, mortgage booklet or statement -OR-
- Lease agreement/rental contract or current rent receipt
- AND ONE OF THE FOLLOWING-
- Most recent utility bill (gas, electric, water only)
- Deposit receipt for recent utility start-up

\_\_\_\_\_  
Signature of leaseholder/home owner

State \_\_\_\_\_ City \_\_\_\_\_

Subscribed and sworn before me on \_\_\_\_\_

My commission expires \_\_\_\_\_

\_\_\_\_\_  
Notary Public Signature  
**SEAL**