

## Proof of Age and Name

To enroll your student, you will need to verify your child's age and birthdate.

Please provide ONE of the following:

- Birth certificate
- Passport
- Adoption papers
- Court order
- State-issued ID in the student's name
- Individual Tax ID Number (ITIN) card
- Matricula Consular card

If you do not have any of these documents, talk with the school office about options.

## Proof of Address

If you are registering your child with us for the first time, you will need to verify your address. If you have changed your residence since registering, you will need to verify that your child still resides within the district and/or school boundaries.

Proof of address is required. Post office boxes do not meet residency requirements. Only street addresses are accepted. All proofs submitted to demonstrate residency must show a Eugene School District 4J residential address.

At the time of registration, you must present ONE current document from EACH of the THREE CATEGORIES below. You must bring ORIGINAL documentation to verify your child's address when enrolling your student. Copies are not accepted; the school office will make copies of your original documents and return the originals to you.

Please bring:

1. ONE of the following ORIGINAL IDENTIFICATION DOCUMENTS for the parent/guardian:

- Current driver license
- Current state-issued identification card
- Valid passport or valid consulate-issued picture ID of any country
- Valid Military I.D.

— *and* —

2. ONE of the following ORIGINAL DOCUMENTS with the parent/guardian's name and address:

- Current mortgage statement or deed with parent/ guardian's name and property address.
- Current rental or lease agreement with parent/guardian's name, student name, and address, as well as manager or owner's signature, name, and phone number.

— **and** —

3. ONE of the following ORIGINAL DOCUMENTS with the parent/guardian's name and address:

Mail dated within 60 days before the application date from the following sources:

- Social Security Administration
- Oregon government agencies
- Utility companies
- Homeowners' or rental insurance companies

Please note that the above information listed only satisfies the proof of address requirements; other requirements may be listed in the registration packet for enrollment.

All documents submitted must be acceptable to the Eugene School District. The superintendent (or designee) has the discretion to require additional evidence to verify residence.

If at any time, a student's residence is in question, the district may ask for additional documents for verification. When documents submitted are falsified and such a violation is found, the student will be enrolled in the school where he/she should properly be attending. For additional information, call 541-790-7553.