

# DALLASTOWN AREA SCHOOL DISTRICT

## Application for Shared Residence

Name of Parent/Legal Guardian(s): \_\_\_\_\_ Date: \_\_\_\_\_

Name of Child	Birthdate	School

Name of Property Owner/Lessee: \_\_\_\_\_ Relationship to Student: \_\_\_\_\_

Property Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

### Certificate of Shared Residence- Parent/Guardian

I am the parent or legal guardian of the children listed above. We reside in the Dallastown Area School District in a home/apartment that is owned or leased by a Dallastown Area School District resident. I am providing two proofs of residence with the return of this packet. I verify that I have not misled, withheld, or falsified any information. I understand that I am subject to **routine home visits by a school official** for residency verification purposes. I assume responsibility for notifying the school district should the above described circumstances change. I understand that if any information proves to be incorrect, the Dallastown Area School District has the right to reject the application and remove my child from Dallastown schools, and I be held liable for tuition charges for the time that my child was enrolled.

I do hereby give the Dallastown Area School District authorization to contact any/all of the following to verify residency, dependency, and authenticity of information given on the Shared Residency Application:

- Employer
- US Postal Service via Freedom of Information Act
- State Welfare Agency
- Current or Previous Landlord
- Internal Revenue Service via Freedom of Information Act
- Bureau of Motor Vehicles

I acknowledge that Dallastown Area School District will contact me periodically to provide Shared Residence verification.

Parent/Legal Guardian Signature	Parent/ Legal Guardian Signature
Birthdate	Telephone
Birthdate	Telephone

### Certificate of Shared Residence- Property Owner/Lessee

I certify that I am the legal owner or lessee of the property listed above, which is located in the Dallastown Area School District. I further swear that the parent(s) and child(ren) listed above are living on a permanent basis at that address. I am providing two proofs of residence with the return of this packet. I verify that I have not misled, withheld, or falsified any information. I understand that I am subject to **routine home visits by a school official** for residency verification purposes. I assume responsibility for notifying the Dallastown Area School District should circumstances change. I am aware that the facts as stated are subject to investigation; should it be determined that it is not a true statement of fact, either now or in the future, I shall then be liable to reimburse the school district at the annual tuition rate for improper attendance in the Dallastown Area School District.

I do hereby give the Dallastown Area School District authorization to contact any/all of the following to verify residency, dependency, and authenticity of information given on the Shared Residency Application:

- Employer
- US Postal Service via Freedom of Information Act
- State Welfare Agency
- Current or Previous Landlord
- Internal Revenue Service via Freedom of Information Act
- Bureau of Motor Vehicles

I acknowledge that Dallastown Area School District will contact me periodically to provide Shared Residence verification.

Property Owner/Lessee Signature	Telephone
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FOR NOTARY PUBLIC:  
Sworn to and Described before me,  
This \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Signature of Notary

The estimated tuition for the 2015-16 academic year is: \$10,724.94 elementary, and \$11,434.14 secondary.

**DALLASTOWN AREA SCHOOL DISTRICT**  
**SHARED RESIDENCY REGISTRATION CHECKLIST**

Before a child can be enrolled in the Dallastown Area School District under the provisions of the Shared Residency policy, the following *original documents are required*. Shared Residency is defined as a child, and their parent or legal guardian, residing in a home owned, leased or rented by another district resident. The child shall not be enrolled in a district school until the registration process is completed and all required documents are received.

Begin the enrollment process online at [www.Dallastown.net](http://www.Dallastown.net) and follow the link to District Registration Home. Follow the link "Overview" under New Student Enrollment. At the bottom of the Online Enrollment page follow the link "CLICK HERE TO GET STARTED". You will then be requested to create an InfoSnap account. Follow the online instructions and provided the following required documents:

1.  **Student's Proof of Birth**  
An original birth certificate from State of Birth or copy issued by a Government Agency
2.  **Student Immunization Record**  
Proof of immunization is required for enrollment
3.  **Parent/Legal Guardian Identification/Proof of Residency-Two (2) proofs, one from each list, with a valid DASD address are required.**  
**List A:**
  - PA Driver's License
  - PA Photo ID**List B:**
  - Charge account bill
  - Vehicle insurance
  - Change of address / Pay voucher at place of employment
  - State/Federal program enrollment
  - Bank statement
  - USPS completed address change
4.  **YATB New Resident/Change of Address form or proof of submission**
5.  **Resident's Proof of Residency-Two (2) proofs are required, one from each list.**  
**List A:**
  - Lease Agreement - This is required if you are not the owner of the property. All occupants must be listed on lease.
  - Current Utility Bill - Acceptable as List A item only if you are the property owner; Cell phone bill is not valid proof of home ownership.
  - Settlement Statement
  - Real Estate Tax Bill**List B:**
  - Charge account bill
  - Vehicle insurance
  - Change of address / Pay voucher at place of employment
  - State/Federal program enrollment
  - Bank statement
  - USPS completed address change
6.  **Resident's Identification-One (1) valid form of ID is required with a valid DASD address:**
  - PA Driver's License
  - PA Photo ID
7.  **Completed Notarized Application/Certificate of Shared Residency-Form must be notarized. *Form can be notarized at Central Registration, free of charge, with prior arrangement.***
8.  **Optional Items (If Desired)**
  - Copy of IEP
  - Copy of Report Card