

PROOF OF RESIDENCE REQUIREMENTS

Three Proofs of Residence – Parent or legal guardian of child being registered is required to provide a Delaware State Driver’s License or Delaware State ID and at least two documents from the lists below. The documents must contain the name and address of the parent or legal guardian. Addresses must be the same on all documents.

** Please note – Residency documents should reflect where the caregiver and child live and sleep and do not include additional properties that may be rented or purchased. (U.S. Census Bureau)*

ONE ITEM FROM GROUP A AND ONE ITEM FROM GROUP B MUST BE PROVIDED in addition to a Delaware State Driver’s License or ID.

Group A

- * Copy of the most recent month’s mortgage statement
- * (Copy of home settlement statement may be accepted in lieu of mortgage statement if the home was recently purchased and a mortgage statement has not been received)
- * Rental agreement (showing legal parent or legal guardian as an occupant)
- * Sewer bill (current year)
- * Real estate tax receipt (current year)
- * A recent original gas or electric bill

Group B

- * Current automobile registration card or automobile insurance policy statement
- * Rental insurance policy statement
- * Most current year’s tax documents
- * Pay check or pay stub (dated within the past 30 days)
- * Two consecutive bank statements (dated within the past 90 days)
- * Official US Postal Service change of address notification on returned mail (yellow label with new address should be attached to envelope next to the old address)
- * Correspondence from a DE state agency such as DHSS, DSCYF, Department of Labor, and DSS

If living in a residence of another person (not a rental property):

For parents/guardians who may not have conventional proof of residence (living with others,) a “Residence Verification Form” must be completed by the homeowner and notarized. We can send this form upon request. The owner of the property must provide at least one item from Group A and one item from Group B (listed above). The parent of the student being registered must provide at least two items from Group B (listed above) and a State of Delaware ID or driver’s license. This proof is subject to verification checks, which will include home visits.