



Proof of Residence Requirements

Upon initial enrollment in a school within Charter Institute at Erskine, a student or parent must produce at a minimum one document reflecting the correct residential street address.

Post office boxes, private mail box addresses or commercial establishment addresses are insufficient.

All documentation presented must show the date, property owner's name or parent/guardian's name.

Acceptable documentation includes:

- home telephone or cellular telephone bill;
- electric bill;
- rent receipt with the name of the tenant and landlord and contact information for all parties;
- lease agreement with name of tenant and landlord and contact information for all parties (valid only through the expiration date indicated on the agreement. Upon expiration, parents must present a copy of the renewed or new agreement to the school office.);
- mortgage;
- home purchase contract including specific closing date, with copy of the deed to be provided within 30 days of closing date;
- valid State of South Carolina driver's license;
- valid State of South Carolina identification card;
- automobile insurance policy;
- credit card statement;
- United States Postal Service confirmation of address change;
- evidence of correspondence, including a stamped, addressed, postmarked envelope delivered to the home address; or
- Declaration of Domicile form from the County Records Department.

-Parents must complete a school address verification form annually.

-Where applicable, Affidavit of Person Acting as Parent and Affidavit of Residence forms must be submitted annually.

-Consistent with Federal law, school personnel are strictly prohibited from requesting or requiring documentation of the immigration status of students and families.

-Under no circumstances will students who are suspected of or experiencing homelessness be delayed enrollment or withdrawn due to lack of appropriate enrollment documentation, including proof of address.