



**INSTRUCTIONS:** This form may only be used when the pupil is not living with his or her parent or legal guardian or when the parent or legal guardian does not have any of the allowed documentation showing their residency at the address on the application. No white out may be used on any documents provided.

**I. GENERAL INFORMATION**

Include all students applying to the program on the application below. Note: A separate application and residency form must be completed for students that reside at different addresses or have different parents or legal guardians.

Student Applicant Name(s) *First, MI, Last*

Student Applicant Name(s) *First, MI, Last*

1 \_\_\_\_\_  
 2 \_\_\_\_\_  
 3 \_\_\_\_\_  
 4 \_\_\_\_\_

5 \_\_\_\_\_  
 6 \_\_\_\_\_  
 7 \_\_\_\_\_  
 8 \_\_\_\_\_

**II. EXPLANATION OF LIVING SITUATION**

In order to use the Alternative Residency form, one of the following situations must apply. **If neither of the situations below apply, this form may not be used.** Select which reason is applicable:

- The parent/legal guardian does not have one of the allowed residency documents showing that they live at the address on the application.
- The pupil does not live with his or her parent or legal guardian.

**III. REQUIRED ATTACHMENTS**

A household occupant that lives with the pupil must provide one of the following that includes the address on the Choice Program application (this person must also complete section V). Unless otherwise noted, the document must be dated between three (3) months prior to the start of the open application period in which the parent or legal guardian submits the online application to the school and the end of that open application period. *Check which document is being provided.*

- Wage statement or W2 end-of-year earnings statement.
- Water, sewer, gas, electric, cable, satellite, or landline phone bill.
- Letter from the water, sewer, gas, electric, cable, satellite, or landline phone utility, regarding these utility services at the address on the application. This letter must have been sent to the address on the application.
- Lease agreement with a term that includes the date the parent or legal guardian applies to the school (must be complete and legible). Month-to-month leases with a start date between three (3) months prior to the start of the open application period in which the parent or legal guardian submits the online application to the school and the end of that open application period.
- Governmental correspondence.

—AND—

The parent or legal guardian on the application must provide one of the following documents. *Check which document is being provided.*

- A driver's license, state ID, school ID, passport, or a government-issued photo ID. *Expired IDs may be used for this support.*
- One of the allowed residency documents (listed above) with an address other than an address on the application.

**IV. PARENT OR LEGAL GUARDIAN SIGNATURE**

**I HEREBY CERTIFY**, as the parent or legal guardian, that the explanation of the living situation is accurate. I further certify that the student(s) applying to the Choice Program currently reside(s) with the household occupant signing this form.

Printed Name of Parent or Legal Guardian Signing Below

Signature of Parent or Legal Guardian

Date Signed *Mo./Day/Yr.*



**V. HOUSEHOLD OCCUPANT SIGNATURE**

The following must be completed by the household occupant who provided one of the allowed residency documents in Section III.

**I HERBY CERTIFY** that the above-named student(s) applying for the Choice Program reside(s) with me. I further **CERTIFY** that the explanation provided of the living situation is accurate.

Printed Name of the Household Occupant Signing Below

Signature of Household Occupant

Date Signed *Mo./Day/Yr.*

