

ACCEPTABLE DC PROOF OF RESIDENCY FAQs

Q: WHY DO I NEED TO PROVE DC RESIDENCY?

All students enrolled in District of Columbia Public Schools and Public Charter Schools funded by the District of Columbia must provide proof of residency in the District, pursuant to relevant laws in place. If you have additional questions, please contact the DC Prep Enrollment Team (see phone number below).

Q: HOW CAN I PROVE MY DC RESIDENCY?

To establish acceptable proof of DC residency, documentation must include the following elements:

1. An official document with the full legal name of Parent 1 or Parent 2;
2. An official document that states your current DC home address, as provided on DC Prep's Online Student Enrollment Form*;
3. Parent 1 and/or Parent 2 (depending on whose name is listed in materials), should bring the document to the child's enrolling campus, in-person; and
4. Upon submission, you will sign a DC Residency Verification Form, in-person.

Q: WHAT DOCUMENTS CAN I USE TO PROVE DC RESIDENCY?

*Choose **one** (1) document from List A, or **two** (2) documents from List B:

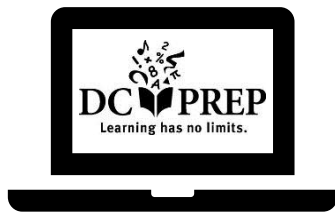
LIST A	LIST B
<i>One (1) document from following:</i>	<i>Two (2) documents from following:</i>
<ul style="list-style-type: none"> <input type="checkbox"/> Paystub from the last 45 days, showing your name, current DC address, and DC TAX Withholding. <input type="checkbox"/> Financial assistance from DC Government showing your name, current DC address from TANF, Medicaid, or housing assistance, dated within the last 12 months. <input type="checkbox"/> Supplemental Security Income showing your name, current DC address, dated within the last 12 months. <input type="checkbox"/> Certified 2017 D-40 tax information authorization. Must be stamped by DC Office of Tax and Revenue. <input type="checkbox"/> Military Housing Orders showing your name, current DC address, dated within the last 12 months. <input type="checkbox"/> DC Ward Letter proving the child is a ward of DC. <input type="checkbox"/> Embassy letter showing your name, current DC address, dated within the last 12 months. 	<ul style="list-style-type: none"> <input type="checkbox"/> Unexpired DC Vehicle Registration showing your name, current DC address, dated within the last 12 months. <input type="checkbox"/> Unexpired DC ID/Driver's License showing your name, current DC address, dated within the last 12 months. <input type="checkbox"/> Unexpired Lease or Rental Agreement and Receipt of rental payment for the last two (2) months showing your name and current DC address. <input type="checkbox"/> One (1) utility bill with proof of payment, dated within the last two (2) months.

Q: WHAT SHOULD I DO IF I DON'T HAVE ANY OF THE DOCUMENTS ABOVE?

Call DC Prep ASAP – we're always here to help! Please note: No deadline extensions can be accommodated.

 202.635.4590 x200

COMPLETE YOUR ENROLLMENT WITH THE EASY STEPS BELOW:



STEP 1

Check your registered MySchoolDC e-mail to complete the Online Enrollment Form.



STEP 2

Submit your in-person DC Proof of Residency* AND bring your child's Birth Certificate to his/her enrolling campus.



STEP 3

Celebrate! You've completed the process and have secured enrollment at DC Prep for SY18-19! **

**A list of acceptable forms establishing Proof of DC Residency are available on the other side, or online at dcprep.org/enrollment.*

***Additional documents are still required in order to begin classes. The list of documents is available online at dcprep.org/enrollment, and at the front desk of your child's enrolling campus.*