



## Spring Registration 2023

### Shared Residents

Parents of returning students who are shared residents should register their child online beginning Monday, February 27 through Friday, March 10 through your PowerSchool Parent Portal. Upload the parent/guardian proofs of residence (see acceptable documents below). Please see the Registration page on [www.acsk-12.org](http://www.acsk-12.org) for more information and instructions on completing registration.

#### **Current Students who are Shared Residents will do the following:**

1. Register their child through the PowerSchool Parent Portal beginning Monday, February 27.
2. Schedule an appointment with Student Services beginning July 5, to verify documentation. 901-389-2497. Ext 2500. Parent/Guardian and homeowner must attend with the signed and notarized affidavit (available on the ACS website) and acceptable proofs of residency.

#### **New Students who are Shared Residents will do the following:**

1. Schedule an appointment with Student Services beginning July 10, to verify documentation. 901-389-2497. Parent/Guardian and homeowner must attend with the signed and notarized affidavit (available on the ACS website) and acceptable proofs of residency.
2. Register your child through the New Student Registration Portal on the ACS website.

Please follow the process and provide the documents listed below:

Unless otherwise prohibited by law, in the case in which a student resides with his/her parents/legal guardians/custodians having lawful control of the student in the home of someone else, the following proof of shared residency must be provided in order to enroll a child in Arlington Community Schools.

#### ***A. The owner of the home must accompany the parent/guardian and provide two (2) of the following items to prove the homeowner's residency:***

- 1) Most recent MLGW or municipal water bill of the owner, renter or lessee of the home in which the student will reside during the current school year;
- 2) Mortgage statement or deed of the owner of the home in which the student will reside during the current school year;
- 3) Lease of the lessee of the home in which the student will reside during the current school year;
- 4) Rental Agreement of the renter of the home in which the student will reside during the current school year;
- 5) Real Estate tax receipt;
- 6) Public assistance/government benefits check, card, or papers;
- 7) In the event that two (2) of the items listed above cannot be provided, residency may be established by submitting other documentation deemed to be appropriate proof of residence by the department responsible for verifying residency.

#### ***B. The parents/legal guardians/custodians having lawful control of the student claiming shared residency must provide two (2) of the following items listed below:***

- 1) Car registration of the parent/legal guardian/custodians having lawful control of the student bearing the address at which the student will be residing during the current school year;
- 2) Voter registration of the parent/legal guardian/custodians having lawful control of the student bearing the address at which the student will be residing during the current school year;
- 3) Payroll stub of the parent/legal guardian/custodians having lawful control of the student bearing the address at which the student will be residing during the current school year;
- 4) Three (3) significant pieces of mail with a forwarding sticker bearing the address at which the student will be residing during the current school year;
- 5) Government Assistance Communication directed to the parent/legal guardian/custodians having lawful control of the student bearing the address at which the student will be residing during the current school year.
- 6) In the event that two (2) of the items listed directly above cannot be provided, residency may be established by submitting other documentation deemed to be appropriate proof of residence by the department responsible for verifying residency.