RESIDENCY AFFIDAVITS

Definition of Residency & Residency Affidavit Requirement
Residency is defined as both the parent/guardian and the student living in a home exclusively within the boundaries of the Choctaw-Nicoma Park Public Schools District. Parent/legal guardian/students who cannot provide the necessary information to verify their address because they are residing with a Choctaw-Nicoma Park School resident on a temporary basis shall be required to complete a Residency Affidavit form. Residency Affidavits are only valid for the current school year.

Who must be present to complete Residency Affidavit?
Both homeowner/resident and parent/legal guardian of the student(s) must be present to complete the Residency Affidavit form that is notarized by a CNP Enrollment Specialist. Forms for all grades PreK – 12th are completed at the Choctaw-Nicoma Park School to which you are enrolling.

The following documents must be presented by the CNP resident:
- A current gas or electric bill – If bills are paid online, a computer printout showing these transaction will be accepted. The bill or statement must show the service address. UTILITY CUT-OFF NOTICES, TELEPHONE OR CABLE BILLS WILL NOT BE ACCEPTED.
- A driver’s license or other photo ID.
- If the residence that the proposed students are moving into is a rental property, a revised lease will need to be submitted that identifies the names of all persons living at that property. The revised lease must be received prior to enrollment.

The following documents must be presented by the Legal Parent/Guardian:
- 3 pieces of current, legitimate business mail, going to that address in their name – If bills are paid online, a computer printout showing these transactions will be acceptable. AND
- A driver’s license or other photo ID.

Notice of Legality & Falsification of Residency Penalty by Oklahoma County Sheriff’s Office:
The Oklahoma County Sheriff’s Office would like to advise all parents, guardians, and Choctaw-Nicoma Park School District residents of the Oklahoma State Statute on determining a child’s residence. Choctaw-Nicoma Park Public Schools requires residency verification each school year for all returning residents and all students enrolled under a Residency Affidavit. Charges will be filed with the Oklahoma County District Attorney’s Office if it is found that any party completing residency paperwork, or a residency affidavit, for the Choctaw-Nicoma Park Public School District, has falsified any of the required paperwork. The student will forfeit their legal enrollment status, will be withdrawn from school immediately, and may be subject to tuition on a cost of $4,665.00 per year. Please read the statute below:

Title 70 O.S. § 1-113 A. 1. Determination of Child’s Residence (OSCN 2015)

A. When used in this section, the residence of any child for school purposes shall be:
   a. 1. The school district in which the parents, guardian, or person having legal custody holds legal residence. Each school district board of education shall adopt a policy establishing the requirements for student residency for that district which provides for residence as described in this paragraph. Within the discretion of each school district’s board of education, the policy may but is not required to allow for establishment of
residency by affidavit when an adult, whether a relative or not, who does not fall within one of the categories listed above, who holds legal residence in the school district, and who has assumed permanent care and custody of the child files an affidavit with the school district attesting that they have assumed custody and the reasons for assuming custody. Any policy allowing the establishment of residency by affidavit shall require
the adult who provides the affidavit to affirm in such affidavit that the custody arrangement is permanent and that the adult contributes the major degree of support to the child. If the school district policy allows establishment of residency by affidavit, any person who willfully makes a statement in the affidavit which the person knows to be false shall, upon conviction, be guilty of a misdemeanor punishable by imprisonment in the county jail for not more than one (1) year or a fine of not more than Five Hundred Dollars ($500.00) or both such fine and imprisonment. Each school district shall include in its policy on residency any documentation necessary for the administration of the policy.