



# Residency Appeal Form (in accordance with Administrative Regulation JAB/RA)

**Please Print Clearly**

Student Name		School	Date
Parent/Guardian		Other Parent/Guardian	
Address		Address	
Street	City	ZIP Code	Street City ZIP Code
Primary Phone	Secondary phone	Primary Phone	Secondary phone
Email address		Email address	

Name(s) of school age siblings		
Last	First	School

Have you submitted an appeal previously?  Yes  No If yes, on what date? \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Reason for Appeal** (check one)

- I reside in Anne Arundel County. Attached is proof *dated within the last 30 days* of my current address.
- I reside outside of Anne Arundel County and would like consideration for my child(ren) to remain enrolled in Anne Arundel County Public Schools. Attached is proof *dated within the last 30 days* of my current address.

**You may provide additional written information in support of your appeal. Attachments must include your name, date, and name(s) of students(s). List of accepted documents for required proof of residency is located on reverse.\***

\_\_\_\_ I authorize the exchange of verbal and written communication between Anne Arundel County Public Schools and the designated homeowner/property management company/landlord/leaseholder for the purpose of verifying my residence.

\_\_\_\_\_  
 Name Work Phone Cell Phone

**My signature below confirms my understanding and acknowledgement of the following:**

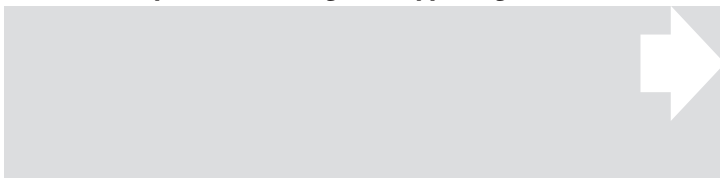
Anne Arundel County Public Schools' Regulation JAB/RA defines a bona fide residence as the actual place of residence the student maintains in good faith with the student's parent(s)/guardian(s) or caretakers who intend to reside in the actual place of residence permanently. It does not include a temporary residence established for the purpose of free school attendance in the public schools.

Misrepresentation of a bona fide residence in Anne Arundel County may result in a penalty of payment for three times the pro-rate share of tuition.

If this form is submitted late or is incomplete, my appeal may be denied.

\_\_\_\_\_  
 Parent/Guardian Signature Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Send the completed form along with supporting documentation to:**



**Anne Arundel County Public Schools**  
**Superintendent of Schools**  
**2644 Riva Road**  
**Annapolis, Maryland 21401**  
**or**  
**Fax 410-222-5602**

**For questions contact Debbie Wooleyhand at 410-222-5284**

## Residency Appeal Form

### \*Residency Proof Information

**Documents accepted for those who own or lease a residence include a deed, mortgage document, or rental agreement *and* one of the following:**

- Utility bill or work order issued by utility company
- Cable bill or work order issued by cable company
- Bank statement
- Pay stub
- Income tax notice
- W-2 Form
- Government issued documentation such as Social Security check; domestic relations/child support check; Department of Social Services, Food Stamp, or Medical Assistance letter

**Documents accepted for those who live in a residence owned or leased by an individual or family include a notarized Tenant Verification Form and three additional items:**

- ◆ Copy of the homeowner/landlord's deed, mortgage document, or rental agreement
- ◆ Utility bill or cable bill from home owner/landlord *and*
- ◆ One document (from the bulleted list above) in the parent/guardian's name, matching the address on the Tenant Residence Verification Form