



School District of Onalaska
Pupil Services Department
Birth Certificate and Proof of Residency Verification Form

- | | |
|--|--|
| <input type="checkbox"/> Community Partner | <input type="checkbox"/> Northern Hills |
| <input type="checkbox"/> Eagle Bluff | <input type="checkbox"/> Onalaska Middle |
| <input type="checkbox"/> Irving Pertzsch | <input type="checkbox"/> Onalaska High |

Birth Certificate Verification

Parents may fill out this form, but a district/community site staff member must see the actual birth certificate and sign below verifying that the information is accurate. Both legal parents MUST be listed, unless termination of parental rights documentation has been received.

Legal Birth Name (as listed on the birth certificate)

Legal First Name: _____

Legal Middle Name: _____

Legal Last Name: _____

Date of Birth: _____ Gender: _____

Legal Mother's Name: _____

Legal Father's Name: _____

State File Number: _____

Place of Birth

City: _____

County: _____

State: _____ Country: _____

Birth Certificate Information Verified (staff initials)

Residency Verification

In order to verify residency within the School District of Onalaska, we ask you to provide one of the items listed below. It must include the guardian/adult student's name and physical address within our school district boundaries AND be dated within 60 days of completing enrollment. Post office box numbers are not acceptable. If the student is Open Enrolled, the approval letter must be provided. Students will not be enrolled until proof of residency or open enrollment is verified.

Residency Address: _____

Legal Resident: _____

- | | |
|---|--|
| <input type="checkbox"/> Lease/Rental Contract | <input type="checkbox"/> Deed, HUD, or Closing Documents |
| <input type="checkbox"/> Driver's License/State Issued ID | <input type="checkbox"/> Gas/Electric, or Water Bill |
| <input type="checkbox"/> Cable/Internet Bill | <input type="checkbox"/> Property Tax Bill |
| <input type="checkbox"/> Open Enrollment Approval Letter | |

I, _____, the parent/guardian of the student listed above declare under penalty of perjury that we reside at the address indicated above and verified of the document attached. I will notify the school district within two weeks if residency changes and agree to provide a new proof of residency and an updated Certification of Residency form at that time. If I move outside the School District of Onalaska boundaries, I will complete tuition waiver paperwork with the District office in order to request possible continued attendance.

WARNING: Misrepresentation of residency verification or using the address of another person without actually living there will void your student's enrollment with our school district.

Guardian Signature: _____

Residency Information Verified (staff initials)

For Office Use Only (after all information has been verified)

Signature: _____ Date: _____