

Certificate Of Residency

Renewal Application for 2022-23

- A "Certification of Residency Form" is required if the parent/guardian and their child(ren)/student(s) are either residing in Manchester and do not have proof of residency or when the parent/guardian and their child(ren)/student(s) cannot provide proof but are claiming to live with a legal Manchester resident.
- The legal Manchester resident must provide proof of their residency prior to enrollment and is subject to bills for tuition reimbursement if found to be fraudulently claiming the student is residing with them.
- The initial application form is only valid for the current academic school year. If needed it must be renewed yearly and if it is not renewed or the student's parent/guardian does not establish residency in Manchester, then the student will be subject to disenrollment from Manchester Public Schools.
- Anyone with questions can contact Jim Farrell, our district attendance and residency administrator, at b11jfarr@mpspride.org.

To be completed by the Manchester resident

My name: _____ Phone number: _____

I still own/rent the residence at: _____

Name(s) of parent/guardian living with you: _____

Name of student(s) living with that parent/guardian: _____

I acknowledge I must submit a valid ID with this renewal form and that if I make a false statement I may be held liable for the cost of the full tuition of the student(s) if, in fact, they do not live in Manchester.

Signature of Manchester resident: _____

To be completed by the parent/guardian

My relationship to the Manchester resident is: _____

I acknowledge that false statements or misrepresentation may make the Manchester resident listed above liable for the cost of the full tuition of my student(s) if, in fact, they do not live in Manchester.

Signature(s) of parent/guardian: _____

Phone: _____ Date: _____

