



JUHSD NEW STUDENT REGISTRATION

Documents Needed:

- [Three \[3\] proofs of address](#) (see below)

Address Verification Procedures

Jefferson Union High District
 699 Serramonte Boulevard, Suite #100 • Daly City, CA 94015
 Monday--Friday from 7:30 a.m. to 4:00 p.m.

 Post Office boxes do not meet residency requirements.
 Only street addresses are accepted.

Three [3] documents are REQUIRED to establish address (one from each group). Documents must show parent/guardian's name and current address in our District.

Group 1	Group2	Group 3
<ul style="list-style-type: none"> California Driver's License or printout California State ID Card Valid passport or Consulate issued picture ID 	<ul style="list-style-type: none"> Vehicle registration State/Federal Income Tax filed within the past 12 months with W2 form(s) attached Two [2] original utility bills (PG &E, water, garbage). Cell phone bills not allowed. 	<ul style="list-style-type: none"> Property tax bill Original rental or lease agreement Original insurance documents, letters from social services or from court

Families Residing with Other Families

If a student **and** his/her family are residing with another family, both families must come to the district office to verify the address and the host family must present a **notarized letter acknowledging that the student's family resides with them.**

The person whose name is on the property tax bill or lease agreement must accompany the parent to the address verification meeting and submit the documentation listed above.

In addition, the parent must also submit verification of residence documentation as listed above.

District Responsibility

If, at any time, a student's address is in question, JUHSD will investigate. The District may also ask for additional documents for verification. If a student is **not** living within the JUHSD boundaries full-time, a student may be allowed to attend a school in the JUHSD providing there is space available, the student is not considered a behavioral problem and the student has passing grades. If a student's living arrangements do not agree with statements provided by a parent or legal guardian, the student may **not** be allowed to attend schools in the Jefferson Union High School District.