



MT. DIABLO UNIFIED SCHOOL DISTRICT
 JAMES W. DENT EDUCATION CENTER
 1936 Carlotta Drive
 Concord, California 94519-1397
 (925) 682-8000

July 14, 2017

Dear Parents/Guardians:

We will be conducting residency verification for all sixth and ninth grade students entering our schools at walkthrough registrations in August. This is a requirement for all students who enter our schools. This fall we will ensure this is the case at the three grade levels of elementary, middle, and high school by doing the verification in TK/kindergarten, sixth, and ninth grades. Residency verification is necessary to ensure that MDUSD students attending our schools are residents of their neighborhood school or are on a valid intra-district transfer.

Parents/guardians and students must adhere to the required proof of residency verification for enrollment at a MDUSD school (exceptions are made for Homeless and Foster Youth in accordance with the law).

Families are required to have three original, current forms of residency verification on file, one of which must be a photo ID, in order to attend a MDUSD school. See below:

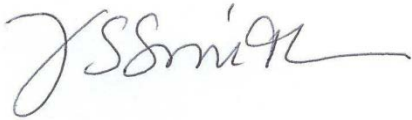
Must provide:	Must provide one (1) from each column or two (2) from either columns 2 or 3	
Parent Picture ID	ONE of the following ORIGINAL DOCUMENTS with parent/guardian's name and address	ONE of the following ORIGINAL DOCUMENTS with parent/guardian's name and address
a ___ Current California State Driver's License b ___ Current California ID Card c ___ Valid Passport or Consulate-Issued Picture ID d ___ Statement of Residence e ___ Military ID	a ___ Current valid vehicle registration b ___ State or Federal Tax Return (computerized or copy of original) filed within the past 12 months with W-2 forms (a) attached. Business returns do not meet residency requirements (computerized or copy of original). c ___ Current voter registration receipt d ___ Other forms of identification or communication from a government agency	a ___ Property Tax Bill with parents name and property address indicating home owner's exemption b ___ Rental/Lease Agreement with parent's name, student's name and address, as well as manager or owner's name and phone number (verification required) c ___ Payroll stubs/checks.

Utility (PG&E, water, etc.) P. O. Box, telephone bills, or deeds are NOT VALID residency verification documents.

In addition, all Caregiver's Authorization Affidavits, Statement of Residence, and Rent/Lease Agreements will be verified by the District Child Welfare and Attendance Liaison. District office staff will assist school staff with verifications that do not clearly meet the guidelines provided by this letter.

Should you have any questions regarding these residency verification procedures, please contact Mt. Diablo Unified School District - Student Services Office at 682-8000 ext. 4069.

Sincerely,

A handwritten signature in black ink, appearing to read "F. Stuckey Smith". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Felicia Stuckey Smith
Director, Student Services