

For Proof of Residency

ONE (1) of the following documents must be shown:

- Copy of residential deed **OR** record of most recent residential mortgage statement
- Notarized Residency Affidavit **AND** copy of mortgage statement, deed or lease from homeowner/leaseholder affirming tenancy
- Copy of residential lease
- HUD closing statement

AND

ONE (1) of the following documents must be shown:

- Any **ONE** utility bill or work order dated within the past 30 days, including: gas, water, electric, telephone, **OR** cable
- Valid North Carolina Driver's License **OR** Valid North Carolina Identification Card
- Dated within the past 30 days: Payroll Stub, Bank Statement **OR** Credit Card Statement
- Current Vehicle Registration
- Dated within the past year: Vehicle Tax Bill, Property Tax Bill, W-2 **OR** Medicaid Card

OR

ONE (1) of the following documents must be shown:

- Letter from approved agency (group home)
- Refugee resettlement letter
- Copy of Charlotte Housing Authority lease

These documents are for address verification and must reflect the current address for enrollment or change of address. CMS has an appeal process for families who have difficulty verifying proof of residency, so students can be enrolled without unnecessary delay. Call Student Placement at 980-343-5335 or the International Center at 980-343-3784 for more information.