



D.C. Residency Verification Guide

2016-17 School Year

- **How can I show my D.C. Residency?**

1. Collect documentation of your address. The document(s) **must** have your **current address** and your **name**. The documents must belong to the same person (i.e., both belong to Mom or Dad, not one from each parent).
2. The person whose name is on the documents must bring them in-person to the school.
3. When you bring the documents to the school, you will sign a simple form stating that you are the legal caregiver for our student and that you have not falsified any of the documents.

- **What documents can I use for residency verification?**

There are several documents that can be used to show D.C. Residency. Choose **one** from List A or **two** from List B.

- **I don't have the right documents. What should I do?**

Call Ingenuity Prep at (202) 562-0391 as soon as possible. We are not able to extend the enrollment deadline for missing residency documents.

List A Provide one of these documents	List B Provide two of these documents
Pay stub from the last 45 days, showing your D.C. address AND D.C. taxes	D.C. car registration that has not expired
Financial assistance from D.C. Government such as TANF, Medicaid, or housing assistance from the last 12 months	Lease agreement AND receipt of rent payment dated within the last two months
Supplemental Security Income showing current benefits, dated in the last 12 months	D.C. Driver's License or government-issued ID
Tax information authorization form D-40 for the previous tax year	One utility bill with proof of payment dated in the last 2 months
Military Housing Orders or DEERS statement , as long as the student's name is on the form	
Proof that the student is a ward of D.C.	
Embassy letter dated on or after April 1, 2016	