



Home Visitation Consent and Verification Form – 2025-26 School Year

Use this form to consent to allowing a school official to verify District of Columbia residency by visiting your residence in-person. Complete one form per student enrolling in a DC public or public charter school.

Step One: Provide information about your family.

Student First Name:		Student Last Name:		DOB:
Name of School in the 2025-26 School Year:				
Enrolling person > First Name: <small>(Student name if the enrolling person is an Adult Student)</small>			Last Name:	
I am the: <input type="checkbox"/> student's legal parent/guardian/custodian <input type="checkbox"/> adult student		<input type="checkbox"/> student's Other Primary Caregiver (OPC Form must be completed) <input type="checkbox"/> minor parent (Sworn Statement must be completed)		
Address of enrolling person:				Apt.:
City:	State:	ZIP:	DC Resident: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Email:			Phone:	

SCHOOL OFFICIAL USE ONLY The following information was verified by conducting an in-person home visit by a school official.

Step 1	Date of <u>in-person</u> home visit (mm/dd/yyyy): _____										
Step 2	<table border="1"> <thead> <tr> <th>Name of people residing in the home:</th> <th>Relationship to student:</th> </tr> </thead> <tbody> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>	Name of people residing in the home:	Relationship to student:								
Name of people residing in the home:	Relationship to student:										
Step 3	Is there evidence that the enrolling person or Other Primary Caregiver resides at the residence? <input type="checkbox"/> Yes <input type="checkbox"/> No										
Step 4	<u>Describe in detail, evidence that both the enrolling person and the student live at the residence.</u> 										
Step 5	Check only one: <input type="checkbox"/> I have confirmed District residency of the enrolling person by conducting a home visit. <input type="checkbox"/> I have confirmed District residency of the enrolling person and student by conducting a home visit (OPC Only). <input type="checkbox"/> I was <u>unable</u> to confirm District residency of the enrolling person by conducting a home visit. <input type="checkbox"/> I was <u>unable</u> to confirm District residency of the enrolling person and student by conducting a home visit (OPC Only).										

- I certify that I am the enrolling person for the student named above and I hereby consent for a school official to conduct an in-person home visit for the purpose of validating my DC residency. Personal information that may be collected in connection with this visit is to be retained in the official record of the student and will not be transferred or disclosed outside of the school, local education agency or state education agency, except where disclosure is required by law or is pursuant to the verification of my District residency. This information will be used for the purpose of validating District residency of the student's parent, guardian, or other primary caregiver, or of the adult student him/herself.
- I attest that the information herein provided is true to the best of my knowledge based on the home visit I consented to.

Enrolling Person Name (print): _____ Signature: _____ Date: _____

I certify that I am the school official authorized by the above-named school to conduct a home visit for the student named above. I attest that the information herein provided is true to the best of my knowledge based on the home visit I conducted.

School Official Name (print): _____ Signature: _____ Date: _____

Guidance for School Official conducting home visit (SY25-26)

	Reason for conducting home visit:	Items to confirm:
OR	Residency verification of parent, guardian, custodian	<input type="checkbox"/> Parent, guardian, custodian has custody of student <input type="checkbox"/> Parent, guardian, custodian resides at the residence <input type="checkbox"/> Evidence that the student resides at the residence
	Verification of Other Primary Caregiver (OPC)	<input type="checkbox"/> Evidence that the OPC resides at the residence <input type="checkbox"/> Evidence that the student resides at the residence

Possible items to look for when confirming residence

One or more of the following items must be **observed and documented in detail** in step 4 to confirm that the person enrolling the student and the student reside at the residence. Observations should include specific descriptions of items, their locations, and any contextual details that reinforce the residency claim. The goal is to leave no ambiguity about the presence and regular residency of the enrolling person and student. For example:

- **Personal Belongings:** Observe and clearly identify clothing, shoes, or items typically used by the enrolling person or student, specifying where they are stored (e.g., "Student/enrolling person's clothing observed neatly arranged in a dresser within their designated bedroom").
- **Living Arrangements:** Observe and document the condition and personalization of sleeping areas (e.g., "Enrolling person/student's bed was observed with monogrammed bedding matching their initials").
- **Documentation:** Look for and note visible mail or documents with names and address details (e.g., "Cell phone bill addressed to the enrolling person/student was displayed on the kitchen counter").
- **Academic and Personal Items:** Observe and provide examples of the student's school-related items and where they were found (e.g., "Student's homework folder and textbooks were observed on a desk in the living room").
- **Residency Evidence:** Record signs of active living, such as appliances in use or family calendars (e.g., "Refrigerator had a family calendar with the enrolling person/student's name and school events marked").