



Cleburne Independent School District

PROOF OF RESIDENCY FOR 2015-2016 SCHOOL YEAR

Dear Parent/Guardian:

Cleburne ISD welcomes you and your family to a new school year! Before school starts in August, all students are required to provide **proof of residency (POR)**. Cleburne ISD has expanded the timeline for establishing **POR** for the upcoming 2015-2016 school year.

Returning students can now provide **POR** dated the month of May, 2015 or later. Note that the **POR** must show service in May or later. No additional **POR** will be required at the start of school in August. After June 5, 2015 and until August 3, 2015 the campuses will be closed for the summer. **Proof of Residency Applications** may be dropped off, faxed, or emailed to the Student Services Department.

505 N. Ridgeway, Suite 100
817-202-1468
cheri.mcCullough@cleburne.k12.tx.us

New students must provide current **POR** upon registration. Campuses will offer new student registration on August 6, 2015. Forms can be downloaded in advance from the district website under the Student Services Department menu.

If the residence changes after a **POR** has been provided, it is the parents/ guardians responsibility to notify the campus. The student could possibly remain at their original campus, but must complete a **Continued Enrollment Form** at the campus office. The district is not able to provide transportation to students on continued enrollment.

The **Proof of Residency** Application should include **ONE** of the following:

- Electric Bill,
- Gas Bill,
- Water Bill,
- Lease Agreement, or
- Notarized Proof of Residency Affidavit.

(Form may be downloaded from the District website under – Department- Student Services.)

Any of the above forms must show a service address.

Failure to provide the necessary documentation may result in enrollment delays.

For further information, you may contact your child's campus or the Department of Student Services located at the Central Administrative Building, 505 N. Ridgeway, Suite 100, Cleburne, Texas 76033. 817-202-1128