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If the student resides with anyone other than a parent & is under 18 years of age, a legal court document stating guardianship or custody must be provided. Notarized statements are not accepted.

FIRST STEP: Please verify your address is zoned for) L U V W & R D V W + L J K 6 F K R R O

[https:// www.myschoollocation.com/duvalcountypublicschools/](https://www.myschoollocation.com/duvalcountypublicschools/)

SECOND STEP: Please gather address documents. Everyone must provide Proof of Residency.

Proof of residence is based on the parent's address and is required before a student is enrolled in his/her properly assigned school. For registration and subsequent enrollment, the parent or legal guardian must submit the following:

2 (two) documents from the sources listed in Column A (both sources of information must match the address you provide and be current)

OR

1 (one) document from the sources listed in Column A and 2 (two) documents from the sources listed in Column B (all sources of information must match the address you provide and be current).

Column A:

- x Jacksonville Electric Authority (JEA) Bill or TECO Bill (must be complete and current)
- x Mortgage Agreement (or closing statement)
- x Valid Lease Agreement in total (from a company or *private individual) *Private lease agreement must be notarized AND two additional documents from columns B
- x Driver's License or State ID (must be valid with correct address reflected)

Column B:

- x Vehicle Registration
- x Automobile Insurance
- x Credit Card Statement
- x Bank Account Statement
- x US Postal Service Confirmation of Address Change
- x Payroll Statement
- x Current Non-Cellular Phone Bill

THIRD STEP: Gather the following documents:

Birth certificate or valid evidence of date of birth
Updated Florida Certification of Immunization, IF NOT IN DCPS SINCE 8th GRADE
Social Security Card* requested for testing and Bright Futures Identification