LIVING WITH A BPS DISTRICT RESIDENT, (ENROLLMENT OPTIONS), CONTINUED

B. FROM THE PARENT(S)/GUARDIAN(S) LIVING WITH THE BIRMINGHAM SCHOOL DISTRICT RESIDENT:

1. Must meet the parentage requirements.
2. Must provide valid mail to a living address.
3. The parent living with a Birmingham Public Schools district resident must complete a form attesting to the fact that the parent(s) and student(s) is/are living with a BPS district resident in their home for the purpose of providing a suitable home for the student(s).

TUITION:
The district does not accept ‘school of choice’ students, but does establish tuition rates each year. Contact the Enrollment Office at 248-203-3063 or email ssardy@birmingham.k12.mi.us for further information on this program.

EMPLOYEES:
Students of Birmingham Public Schools employees may be eligible to attend the district. Contact the Enrollment Office at 248-203-3063 or email ssardy@birmingham.k12.mi.us for further information on this program.

OTHER IMPORTANT INFORMATION TO KNOW WHEN ENROLLING IN BIRMINGHAM PUBLIC SCHOOLS:

• All families enrolling in the Birmingham Public Schools district should be aware of Birmingham Board of Education Policy #5111 regarding enrollment, residency violations and residency frauds.
• All residency documentation for homeowners in the Birmingham Public Schools district may be processed at the student’s attendance area school.
• Residency documentation for any other residency categories will be processed at the Enrollment Office.

WHEN PREPARING TO ENROLL YOUR STUDENT IN THE BIRMINGHAM PUBLIC SCHOOLS DISTRICT, PLEASE ALSO REFER TO THE ENROLLMENT INFORMATION PROVIDED BY YOUR STUDENTS ATTENDANCE AREA SCHOOL. IT CONTAINS IMPORTANT INFORMATION REGARDING THE REGISTRATION PROCESS AND ADDITIONAL INFORMATION REQUIRED SUCH AS IMMUNIZATIONS, TRANSCRIPTS/SCHOOL RECORDS AND PARENTING AGREEMENTS AS ESTABLISHED THROUGH LEGAL PROCEEDINGS.
WE ARE PLEASED THAT YOU HAVE CHOSEN OUR SCHOOL COMMUNITY, AND ARE EAGER TO HAVE YOUR FAMILY BE A PART OF THE

BIRMINGHAM PUBLIC SCHOOLS

When enrolling a student in any Michigan school district, the State School Aid Act, related Michigan Compiled Laws and other federal and state requirements apply. Each district is responsible for verifying three things:

- PARENTAGE
- A QUALIFYING RESIDENCE
- RESIDENCY IN THE QUALIFYING RESIDENCE

HERE IS OUR QUICK GUIDE TO ASSIST YOU IN PREPARING TO ENROLL YOUR STUDENT(S):

### PARENTAGE:
The person(s) legally in control, care and custody of a minor child. The Missing Child Act requires verifying the identity and age of a minor child enrolling in a public school.

**TO ESTABLISH PARENTAGE THE DISTRICT REQUIRES:**

1. GOVERNMENT ISSUED PHOTO IDENTIFICATION of the person(s) enrolling the student.
2. ORIGINAL BIRTH CERTIFICATE of the student(s) to be enrolled. If a birth certificate cannot be supplied at the time of enrollment, a notarized affidavit of parentage shall be supplied and an original birth certificate must be provided to the district within 30 calendar days.
3. A DIVORCE DECREE or other official documents that specify custodial rights, if applicable.

### A QUALIFYING RESIDENCE:
Defined as a residential dwelling that is either a single family principle residence as recorded with the Michigan Treasury or a legal single family rental unit that meets Michigan Treasury and local community requirements for a rental.

**TO ESTABLISH A QUALIFYING RESIDENCE THE DISTRICT REQUIRES:**

#### HOMEOWNERS:
1. PROOF OF HOME OWNERSHIP:
   - If you currently own a home in the district, you must provide the recorded deed to the property in the name of the person seeking to enroll the students. (If you have not yet purchased your home, call 248-203-3089 for an appointment to cover the particulars of the situation.)

2. A CURRENT PROPERTY TAX STATEMENT:
   - In the name of the person seeking to enroll the students. (To qualify as a homeowner, the property must be declared as a principle residence in accordance with state law and guidelines.)

#### RENTERS:
Rental of property in the Birmingham Public Schools district must be for the purpose of a primary residence. Leasing a residence within the boundaries does not, solely, constitute living within the boundaries.

1. A SIGNED LEASE: In the name of the person seeking to enroll the student(s). (In the case of a month-to-month lease, monthly verification of the rental will be required.)
2. LANDLORD STATEMENT FORM: This form is available on the Birmingham Public Schools district website at www.birmingham.k12.mi.us/enrollment

ADDITIONALLY:

**FOR HOMEOWNERS AND RENTERS THE DISTRICT REQUIRES:**

1. CURRENT AUTO INSURANCE STATEMENT: In the name of the person seeking to enroll the student in the Birmingham Public Schools district. (If you have a company supplied vehicle and/or do not have auto insurance issued at the Birmingham school district address, a third document from the listing below is required.)

2. ANY TWO OF THE ITEMS LISTED BELOW: With the name and Birmingham Public Schools district address of the person enrolling the student. The district is prohibited from accepting credit card bills or statements.
   - DTE ENERGY BILL
   - CABLE/SATELLITE T.V. BILL
   - CONSUMERS ENERGY BILL

**GUARDIANSHIP:**
If you are enrolling a student who is not your child, legal guardianship is required. A relative may enroll a student who is not their child if the child is living with them because the parents are unable to provide a suitable home under a state approved power of attorney. Contact the District Enrollment Specialist at 248-203-3089 for more details.

1. Petitions for guardianship are not accepted by the Birmingham Public Schools district for enrollment purposes.
2. The guardian shall present to the district government issued photo identification and the student’s original birth certificate.
3. The guardian must meet the district residency requirements.
4. The original guardianship order must be presented with the placement plan included.
5. Guardianship for the sole purpose of enrollment in Birmingham Public Schools will not be accepted.
6. All guardianships are subject to review by the district as deemed necessary before enrollment can be approved.

**LIVING WITH A BIRMINGHAM PUBLIC SCHOOLS DISTRICT RESIDENT:**
Living with a resident in the Birmingham Public Schools district must be for the purpose of a primary residence. If you reside with a Birmingham Public Schools district resident, the following are required:

A. FROM THE BIRMINGHAM PUBLIC SCHOOLS RESIDENT:
   1. Must meet the district residency requirements as a homeowner or renter.
   2. Must complete a form attesting to the fact that the parent(s) and student(s) is/are living with you in your home for the purpose of providing a suitable home for the student(s).