



Cyber Charter School Alternate Residency Notification Form

For School Year:

This form shall be completed by a cyber charter school for a **returning student** when the parent or guardian has not submitted the required Cyber Charter School Annual Residency Verification Form and acceptable proof of residence by November 15. This form satisfies the alternate notification requirements under 24 P.S. § 17-1748-A(1.6).

Student Information

Student's PASecureID:

Current Grade Level:

Last Name:

First Name:

MI:

Date of Birth:

Home Street Address:

City:

State:

Zip:

County:

Telephone:

Mailing Street Address (if different from home address):

City:

State:

Zip:

School District of Residence Billed in Previous School Year:

Cyber Charter School Information

Name of Cyber Charter School:

Address of Cyber Charter School:

Cyber Charter School Contact Name:

Cyber Charter School Contact Telephone:

Cyber Charter School Contact Email:

Residency Verification Requirements

Last Residency Verification Date:

Proof of Residency Provided on Last Residency Verification Date:

- A current deed;
 - A mortgage statement no more than three months old;
 - An active residential lease agreement;
 - A utility bill no more than three months old;
 - An internet bill no more than three months old;
 - A credit card bill no more than three months old;
 - A bank statement no more than three months old;
 - A tax bill no more than three months old;
 - An insurance document no more than three months old; or
 - A piece of mail sent in the past three months by the federal or state government such as benefits information, voter registration, or tax documents.
- The student is exempt from the annual residency verification requirement because they are identified as homeless under the McKinney-Vento Homeless Assistance Act.

Evidence of Attempts to Contact the Parent or Guardian

24 P.S. § 17-1748-A(1.6)(II) states the cyber charter school shall submit the alternate notification form to the school district of residence with no less than five forms of evidence showing attempts by the cyber charter school to contact the parent or guardian to submit the residency verification form and proof of residence under 24 P.S. § 17-1748-A(1.2), including at least one attempt through certified mail.

Type of Contact	Date of Attempt	Outcome

Evidence of Attempts to Contact the Parent or Guardian Included with this Form:

Proof of mailing and proof of delivery for the certified letter

Copy of email

Copy of parent portal message

Screen shot of text message

Other supporting documentation

My signature certifies that all information provided in this form is accurate.

Signature of Cyber Charter School Representative

Date

By signing this form, either electronically or by handwritten signature, you acknowledge that your signature is legally binding. An electronic signature has the same legal force and effect as an original handwritten signature.