



Residency Policy JFA

Purpose

The purpose of this policy is to ensure students taking advantage of Croydon's programs are residents of the district.

Referenced Policies

- JEDA – Tuition Policy

Referenced Legislation

- RSA 193:12 – Legal Residence Required
- RSA 193:28 – School Attendance of Placed Children
- RSA 461-A – Parental Rights and Responsibilities
- RSA 641:3 – Falsification in Official Matters
- McKinney-Vento Homeless Assistance Act (42 U.S.C. § 11431 et seq.)

Residency Requirements

As required by RSA 193:12, any student who attends or is funded by Croydon School District shall be a legal resident of the District, have the consent of the School Board, or qualify under one of the exceptions listed below.

Each student entering grades K-12 must be a resident of Croydon. Students entering preschool need not be residents unless the tuition is being funded by the District.

For purposes of this policy, a legal resident is a person domiciled in the District who maintains their principal dwelling place here; a person may have only one legal residence at a time. The legal residence of a student is determined as follows, consistent with RSA 193:12, II:

- If the parents live apart and are not divorced, residence is that of the parent with whom the student resides the majority of the time.
- If the parents are divorced or separated under a court order or RSA 461-A parenting plan, residence is that of the parent with sole or primary residential responsibility; or, where residential responsibility is shared, the parent with whom the student resides the majority of the time. Where residential responsibility is split equally, residence shall be as stated in the court order or, absent such a provision, as determined by the student's principal residence. Divorced or separated parents may instead designate either parent's

district by written agreement filed with both districts, as permitted by RSA 193:12, II(a)(2).

- If the student is in the custody of a court-appointed legal guardian, residence is that of the guardian.

Exceptions

The residency and verification requirements of this policy do not apply, or apply only as modified, in the following cases:

- Homeless children and youth (as defined in RSA 193:12, IV and the McKinney-Vento Act) shall be enrolled immediately and shall not be required to produce residency documentation as a condition of attendance. They retain the right to remain in their school of origin or enroll where they are actually residing. Such matters are handled by the District's homeless liaison and are not subject to the residency-dispute process of RSA 193:12, VI.
- Children placed by a court or agency under RSA 169-B, 169-C, 169-D, 170-C, or 463 shall have residency determined under RSA 193:28.
- Military-connected students (RSA 110-E) shall be enrolled consistent with RSA 193:12, III-a, including the option to furnish proof of residence within 10 days of the published arrival date.
- Nonresident students admitted by consent of the School Board under RSA 193:12. may attend.

Residency Verification

Residency must be verified upon enrolling in the district and again, annually, before the start of each school year. Verification may be performed by Croydon School District or by the student's assigned school as approved in the Tuition Policy. In all cases, the documentation below must be reviewed and approved by the Superintendent or designee.

The following must be provided:

- **Proof of the custodial parent's residence** — at least two of the following, dated within the last 60 days and showing the parent's name at the Croydon address:
 - A current property tax bill, recorded deed, or signed unexpired lease
 - A utility bill showing actual usage
 - A current NH driver's license or state ID
 - A bank or mortgage statement
 - A homeowner's or renter's insurance policy
 - Official government correspondence.
- **Proof of custody and current status** (required only when the parents do not share the same verified residence) – the most recent court order, divorce decree, or RSA 461-A parenting plan establishing residential responsibility, together with any written inter-district agreement designating the district of attendance. A certified marriage certificate alone is not accepted as proof of current marital status.
- **A signed residency affidavit**, signed under penalty of unsworn falsification (RSA 641:13) affirming (a) the parents' current marital and custodial status, (b) that the

Croydon address is the student's principal residence, and (c) that no court order more recent than those submitted alters residential responsibility. A false statement may result in liability for tuition costs and possible referral for prosecution.

Where the documentation submitted is incomplete or inconsistent, or where the Superintendent or designee has reasonable cause to question the student's residence, the District may require additional verification before residency verification is completed, including proof of the other parent's residence, records establishing the student's own residence (such as medical or prior school records), or a residency interview.

The District will not pay tuition to any receiving district for a student whose residency has not been verified, except where immediate enrollment or continued attendance is required by law — including homeless, placed, or military-connected students, or any student awaiting a residency determination under RSA 193:12, who shall remain in the school of origin pending that determination.

Change History

Revision	Description	Date
1	Initial release.	8/18/2026

First reading: 7/8/2026

Second reading: 8/18/2026

Adopted: 8/18/2026