

Acceptable Proof of Address for Scholarship Programs

Proof of residency is required from all applicants and must be submitted to the provider with the application. Parents/Guardians must document residency by providing the provider with **one (1)** of the following three (3) options. *All documentation must be dated within 90 days of submission.*

ACCEPTABLE DOCUMENTATION

CHOOSE ONLY ONE (1)

1. A current (less than 90 days old) utility bill. The utility (electric, gas, water, sewer, cable/internet, sanitation) bill **MUST SHOW MATCHING SERVICE AND MAILING ADDRESS** in the name of the parent/guardian. Post office boxes (except in rural areas where residents only have a PO Box) and cell phone bills have no service address and therefore are not accepted.
2. A monthly mortgage statement (less than 90 days old) **OR** lease/rental agreement (signed by lessee and lessor) **AND** a piece of current business mail (examples: pay stub, bank statement, insurance statement, car payment statement, government documents, etc.) with parent/guardian's name and address. "Junk mail" and mailed advertisements do not qualify as business mail. NO credit card solicitations and NOTHING HANDWRITTEN.
3. If the student's parent/guardian has no utilities in his/her name, then the parent/guardian must provide **all three (3)** of the following:
 - a. A **signed and notarized statement** from the person (i.e., third party) with whom the parent/guardian and the student live or from whom they rent that confirms that they reside at the address. This letter must be from the third party, not the parent/guardian **AND**
 - b. A **copy of a current utility bill with both service and mailing address** in the name of that third party, **AND**
 - c. A **copy of a piece of current business type mail** in the name of the parent/guardian.
 - Current business mail (examples: pay stub, bank statement, insurance statement, car payment statement, government documents, etc.) with parent/guardian's name and address. "Junk mail" and mailed advertisements do not qualify as business mail.
 - NO credit card solicitations and NOTHING HANDWRITTEN.

Parents/guardians **must** keep the provider informed of any address changes that occur and submit the required documentation to ensure continued program eligibility.