

Shared Housing
Frequently Asked Questions

- 1. How will families submit proof of residency documents with the *Shared Housing Verification Request Form*?**
All documentation should be submitted via email, U.S. mail, or in person.
- 2. Will families need to complete the *Shared Housing Verification Request Form* each year?**
Yes. The *Shared Housing Verification Request Form* must be completed each year.
- 3. How will families be notified regarding the approval or denial of a shared housing request?**
ESD staff will notify families of the outcome via email or mail.
- 4. Is there an appeal process if the *Shared Housing Verification Request Form* request is denied?**
Yes. Appeals may be submitted to ESD via 151-SharedHousing@nv.ccsd.net.
- 5. Will an approved *Shared Housing Verification Request Form* allow a student to participate in school activities, such as athletics?** Secondary students attending on Shared Housing are ineligible for athletic participation. (Eligibility may occur through NIAA hardship)
- 6. Will families be able to enroll prior to the approval of a *Shared Housing Verification Request Form*?**
No. ESD staff will notify schools and families of outcomes related to enrollment and when students may begin school.
- 7. When does the attendance officer come to verify proof of residency?**
Verification of residency may include visits by attendance officers. This process may occur on an ongoing basis to verify residency aligned to the approved *Shared Housing Verification Request Form*.
- 8. What documents are required to submit as part of the Shared Housing process?**
Parent/Guardian must submit the following documents:
 - a. Government-issued photo identification with address showing parent/guardian is living at shared housing address (e.g., driver's license, state issued identification card, passport).

AND

 - b. Two additional supporting documents in the name of the parent/guardian at the address shown on the *Shared Housing Verification Request Form*, dated within 90 days of the current date. The document should be communication to the parent/guardian at the address from the following type of entities:
 - Financial Institutions (i.e., bank, insurance company)
 - Utility Company (i.e., phone, gas)
 - Medical
 - Religious Institutions
 - Governmental (i.e., federal, state, local)
- 9. What other choice options are available to families?**
Families may visit itsyourchoice.ccsd.net to explore other choice enrollment options.

For additional support, please contact Kuldip Mangat or Xialie Anderson at (702) 799-8630 or 151-SharedHousing@nv.ccsd.net.