



# Residency

Carolyn Claerhout and Tierre Cook-Howell,  
Oakland Schools

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## Proof of Identity, Age, and Right to Enroll

First time enrollment, district must see proof:

Child's Identity

Child's Age


Examples:

Copy of birth certificate

Other reliable proof + affidavit

Refer to [MCL 380.1135](#)

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## Enrollment

All children who are legal residents of a school district and have reached the statutory minimum ages for kindergarten or first grade enrollment are entitled to attend school in the district of their residence.

MCL 380.1147, 1955 AG Op No 1950; 1987 AG Op 6467

[MDE Kindergarten Enrollment](#)

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## Counted in Pupil Membership - General Education

5 years old on or before September 1st or 5 years old by December 1st with parent notice

- [MCL 380.1147](#)
- MCL 388.1606(4)(I)(iii)

Less than 20 years old on September 1<sup>st</sup>

- Does not have GED or HS diploma

Exceptions:

- Students with IEP can have GED
- 20-21 dropout in PSA or Alt Ed focused on educating pupils with extreme barriers to education
  - Must be flagged with 9222 in MSDS & PCE Educational Settings in EEM at district and building levels

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## Counted in Pupil Membership- Special Education

Less than 26 years old on September 1<sup>st</sup>

Enrolled and receiving instruction in a special education program or receiving transition services

Outlined in IEP

Has not earned HS diploma

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## Verifying Residency

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Reasonable residency verification required

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Must keep proof of enrollment/residency

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## Residency Codes - Resident

### Resident:

Code	Description
08	Nonpublic school student
09	Section 24 juvenile detention facility
10	For new PSAs (fall only)
11	School for the deaf/blind
12	Section 6(4)(d) non-special education juvenile detention
13	Emotionally impaired special education students served by DHHS facility
14	All other resident students
15	Home-schooled resident

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## Resident - Code 14



Parent or legal guardian  
residing in district



If parent/guardian reside in  
different districts, student can  
enroll in either district regardless  
of who has custody or where child  
resides

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## Guardianship

Guardian is a court order; child is a ward;  
power of attorney not enough

If out of state guardianship, need to file for  
guardianship in Michigan.

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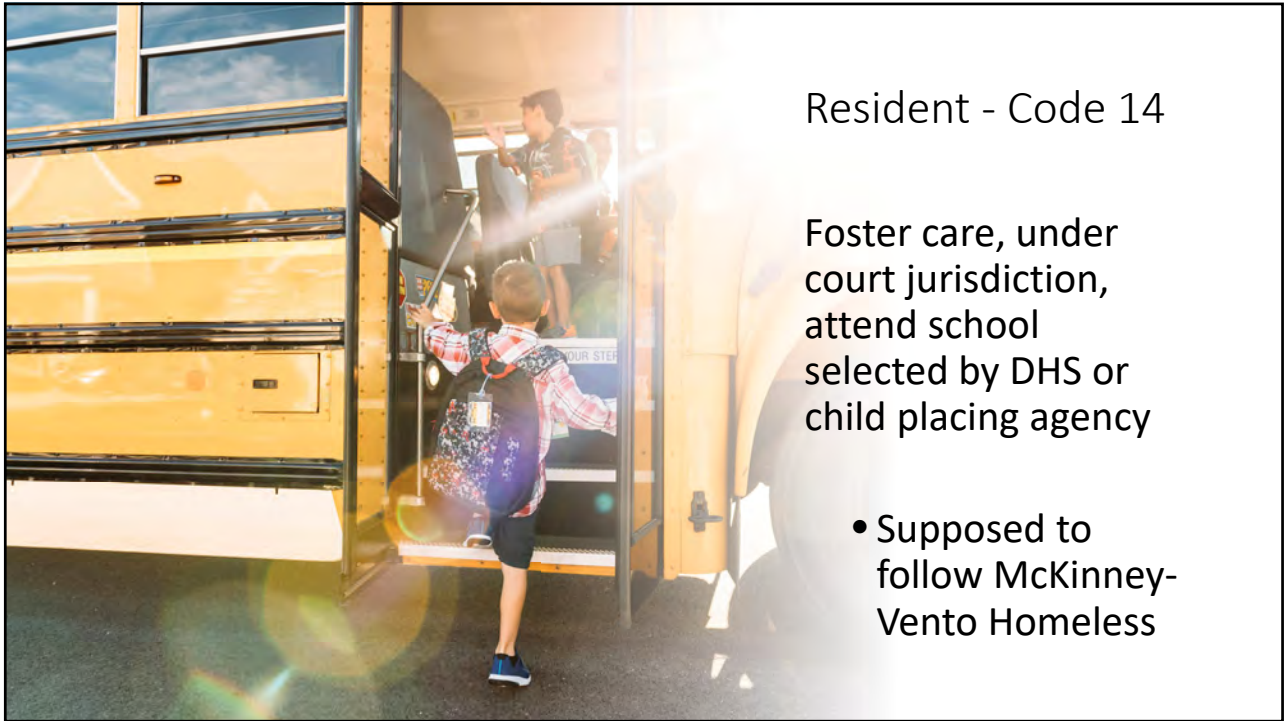
## Resident -Code 14

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Home of a relative  
for purposes of  
securing a suitable  
home and not for  
an educational  
purpose



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Resident - Code 14

Foster care, under court jurisdiction, attend school selected by DHS or child placing agency

- Supposed to follow McKinney-Vento Homeless


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Resident - Code 14

18 years old or emancipated minor living in the district

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Resident- Code 14

Special Education follows residency rules, but if disputed MDE decides

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Resident-Code 14

Military Power of Attorney

- Regular Power of Attorney NOT enough

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## Resident - Code 14

### Foreign Exchange Students

- Reside in district
- Don't have HS diploma
- J1 and F1 visa students
- If only attending portion of school year, the FTE is prorated accordingly
- Not eligible for dual enrollment or other postsecondary enrollment options.

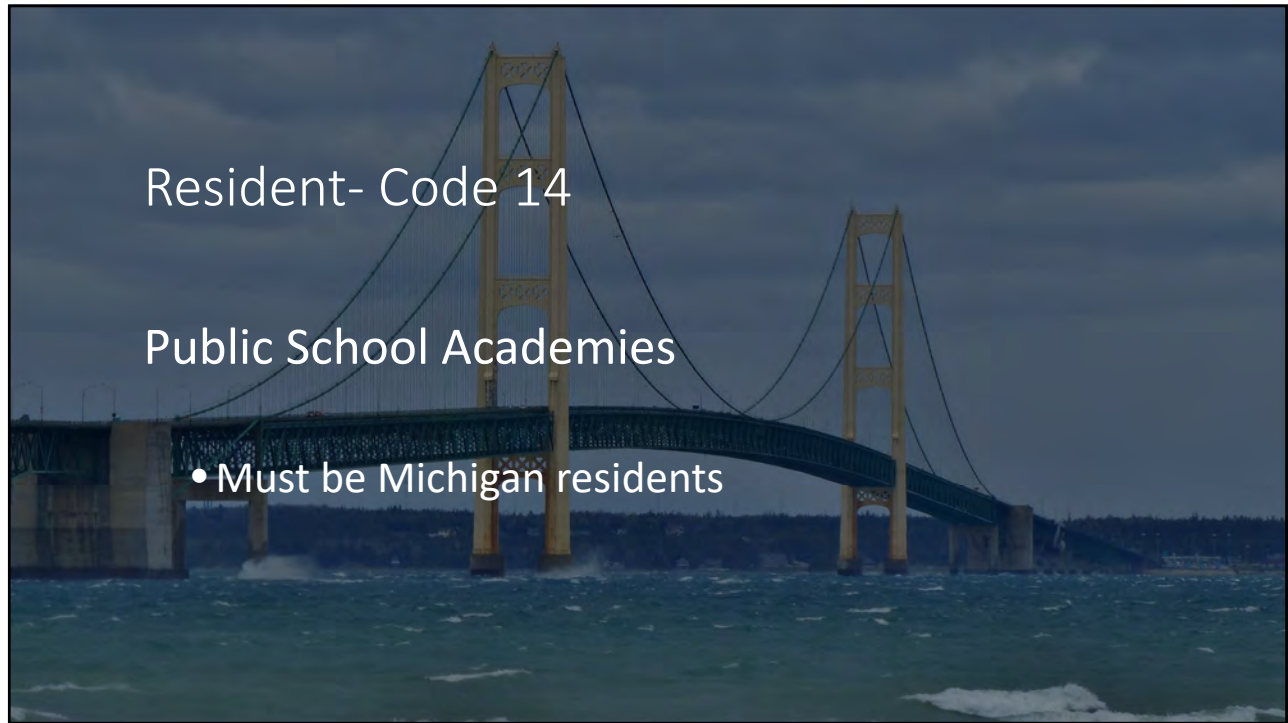
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## Resident -Code 14

### Undocumented Aliens

- Standard residency proofs without regard to immigration status
- Caution if district is an F1 visa district

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<p>Resident-Code 14</p> <p>ACP – Michigan Address Confidentiality Program – NEW</p> <ul style="list-style-type: none"><li>• Program participation card and letter from AG identify an address to use AND verifying resides in district (or state for PSA)</li></ul>	<p>A photograph of a person with long brown hair and sunglasses, wearing a dark top, peering through dense green foliage. A white picket fence and a tree trunk are visible in the background.</p>
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### Resident – Code 08

Enrolled in a private or parochial school, taking a non-essential class or AP course through operating district



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### Resident – Code 09

Resides in approved, on-grounds juvenile detention facility or childcare institute

Oakland County Example:  
Children’s Village

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## Resident – Code 10

Counted by a new PSA authorized by a local school district and is also counted by the authorizing district during the previous Spring count.

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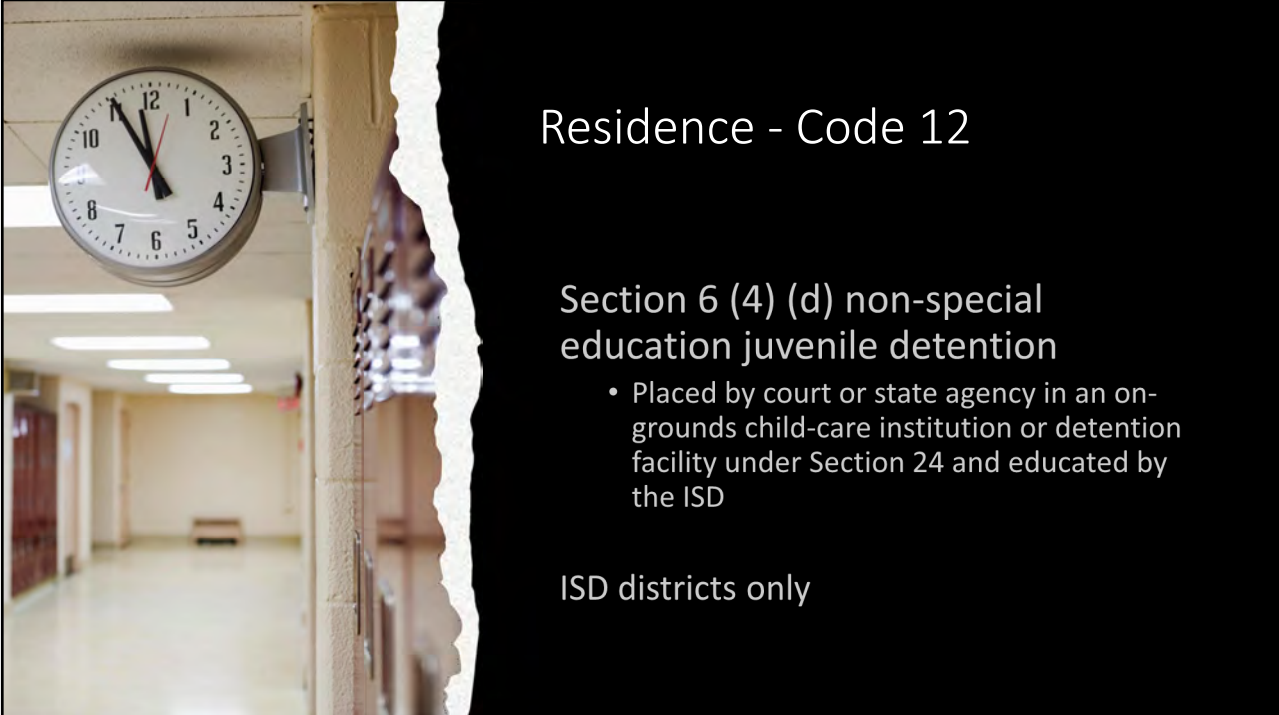


## Resident – Code 11

Educated by the Michigan School for the Deaf

- Reported by MI School for Deaf but claimed by ISD

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## Residence - Code 12

Section 6 (4) (d) non-special education juvenile detention

- Placed by court or state agency in an on-grounds child-care institution or detention facility under Section 24 and educated by the ISD

ISD districts only

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## Resident – Code 13

Emotionally impaired special education students who are served by a DHHS licensed facility

- Example - Hawthorne Center, Northville
- ISD districts only

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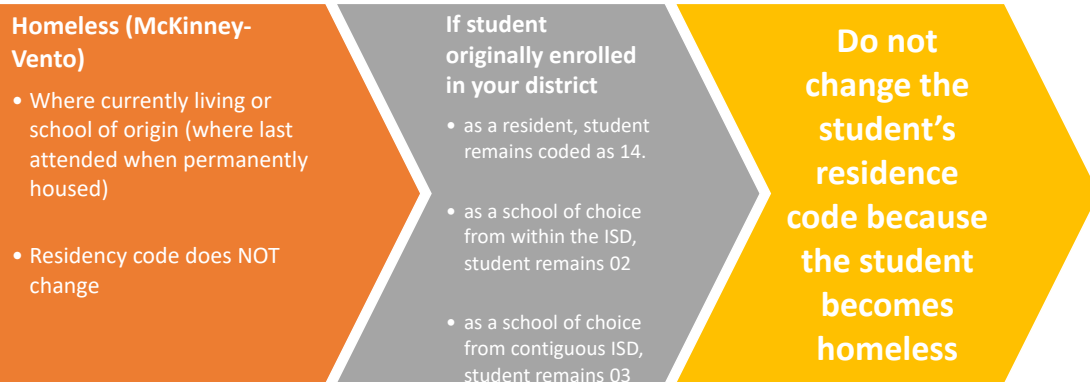


## Resident – Code 15

Educated through a homeschool program, taking non-essential curriculum or AP course through the operating district

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## Homeless - Coding



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## Residency Codes – Non-Resident

### Non-resident:

Code	Description
01	Non-K-12 district
02	Section 105 school of choice (within same ISD)
03	Section 105c school of choice (outside contiguous ISD)
04	Nonpublic school student
05	No cooperative agreement, no release, not exempted
06	All other non-resident students
07	Home schooled non-resident

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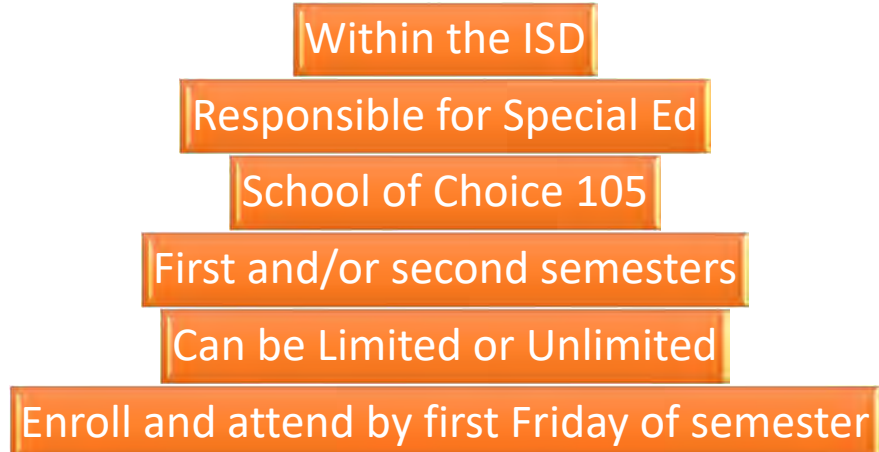
## General Rule

Need resident district's written permission to count non-resident pupil in membership unless:

- Cooperative Program
- Meet exception under 6(6)
  - [MCL 388.1606](#)

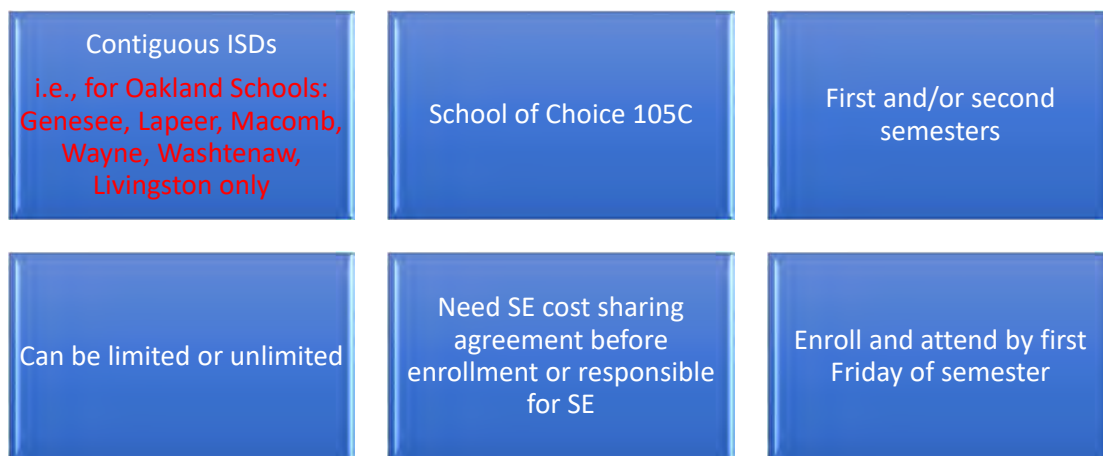
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## Non-Resident - Code 02 – School of Choice



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## Non-Resident - Code 03 – School of Choice



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## School of Choice - First Semester Limited vs Unlimited

First Semester Limited  
SOC  
Limited space available

- Application window 15 to 30 days
- If more apply than spaces, a lottery occurs
- If space available at start of school year, notify students from wait list

First Semester Unlimited  
SOC  
Unlimited space available

- Application window is any RANGE of days up to first Friday of school

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## School of Choice - Second Semester Limited vs Unlimited

Second Semester Limited  
SOC  
Limited space available

- Application window two weeks before the start of the second semester
- If more apply than spaces, a lottery occurs
- Must enroll and attend by first Friday of second semester

Second Semester  
Unlimited SOC  
Unlimited space available


- Application window two weeks before the start of the second semester
- Must enroll and attend by first Friday of second semester

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School of Choice - Caveat

Once a school of choice student, always a school of choice student

If a student enrolls as a SOC they remain a SOC student unless they break enrollment



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For Example-

Oakland's Districts' School of Choice Information to OS Pupil Auditing

District provides 1<sup>st</sup> and 2<sup>nd</sup> semesters SOC application windows to OS Pupil Auditing

OS Pupil Auditing verifies district's compliance with requirements

OS Pupil Auditing posts districts' windows to Oakland Schools' SOC website

[OS SOC Website](#)

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## Non-Resident - Code 06

Criminal sexual assault or serious assault

Moved between October and February counts

Alternative education

Child of a district employee

Expelled pupil reinstated by non-resident district

Foster care placement

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## Non-Resident - Code 05

No cooperative agreement

No release

Not exempted

Used when student pays tuition to attend district

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## Non-Resident – Code 01

Lives outside the operating district, whose resident district does not offer all grade levels, kindergarten through twelve.



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## Non-Resident – Code 04

Enrolled in a private or parochial school, taking non-essential curriculum or AP courses at the district

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## Non-Resident – Code 07

Educated through a  
homeschool program

Taking a non-essential  
curriculum or AP courses  
through operating district

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See PAM Sections 1, 3 and 4  
Questions/Comments

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