

Applying for Guardianship Affidavit

Please be advised all affidavits are:

- One per student
- Required to be notarized prior to arriving at Dickinson ISD facility
- Required to show the supporting documents as listed on each packet
- Required to be reviewed for provisional enrollment and will not be approved until a home visit is complete

Forms:

Forms can be picked up at any campus or found online at <http://www.dickinsonisd.org/page/pi.Affidavits>
The completed original affidavit including all attachments must be returned to the campus for review. If the packet is complete the student will be able to start school under a provisional enrollment. The affidavit is not approved until a home visit is completed and signed by someone from the Superintendent's Office.

NOTE: No photo copying or notarizing of documents will be made on location.

❖ Packet C - Guardianship Notification

This affidavit is used if the parent is giving education rights to a person other than the parent (i.e. family, friend or neighbor), due to the student residing with someone other than a parent.

**This Affidavit does not take away from the parental rights in any way, but only grants educational rights to the guardian and gives the campus permission to discuss the student with the guardian.*

The attachments required along with the completed Affidavit are as follows:

- Parent's Government Issued Photo I.D. and legal documentation if not on birth certificate. If parent is unavailable, resident must provide a notarized statement explaining the situation.
- Student's Birth Certificate
- Resident's Government Issued Photo I.D. – with correct address
- Guardian's Current Utility Bill showing service address (Gas, Water or Electric – Disconnect Notices will not be accepted)
- Guardian's Current Lease or Mortgage Statement or Property Tax statement showing property address. If an apartment lease, the student must be listed on the lease. If not, the resident must provide a notarized statement explaining the situation.
- Only one student per original affidavit

❖ Affidavit Power of Attorney

❖ Notice of Revocation of Authorization Agreement

Please Note: Only one student per original affidavit. No copies or notary services are available at any Dickinson ISD facility. The affidavit and attachments will be reviewed in a timely manner and upon approval; the affidavit will have a signature from the Superintendent's Office. We make every effort to promptly respond to your inquires. Thank you for your patience. We do appreciate it.

Need more help?

Call 281-229-6040 or 281-229-6041

If you no longer require a residency affidavit, please deliver a copy of the required proof of residency document (mortgage, lease and utility bill in your name) to the school so the student's records can be updated accordingly.

| | | |
|---------------------|---|---------------|
| FOR CAMPUS USE ONLY | <input type="checkbox"/> Check Family 1 | DISD Initials |
|---------------------|---|---------------|

Guardian –
MUST APPEAR IN PERSON
Documents must be notarized prior to
arriving at the DISD facility

2024-2025

Dickinson Independent School District

Guardianship Notification

| |
|----------------------------|
| Campus Student Will Attend |
| |
| Student ID# |
| |

- I. By agreeing to be the educational guardian for a student, I am legally responsible for the student's **attendance** at school. If the student is found to be truant, I understand that the school may file truancy charges against me and I will be required to appear in court. If truancy charges are filed against me, I may be fined by the courts. _____ (initials)
- II. By agreeing to be the educational guardian for a student, I agree to provide a daytime telephone number where the school may contact me regarding educational matters. I understand that I may be required to appear at the school to assist in resolution of **disciplinary** issues. _____ (initials)
- III. Texas law states that a child's legal residence is determined by where he/she sleeps at night. By signing the admission document, **I affirm that the child will sleep in my residence every school week during this school year.** I understand that the school may perform periodic verification of the student's residency. _____ (initials)
- IV. If it is determined that a student is unlawfully attending a DISD school, then the District may file criminal charges under Penal Code 37.10. In addition, the District shall require the parent, legal guardian, or other adult with lawful control over the student to pay tuition for the period of time during which the student was unlawfully attending DISD. _____ (initials)

I hereby acknowledge that each of these requirements was explained to me by District personnel and that I was given an opportunity to ask questions regarding guardianship of a Dickinson ISD student. _____ (initials)

Texas Penal Code, Section 37.10 Tampering with Governmental Record

(a) A person commits an offense if he:

- (1) knowingly makes a false entry in, or false alteration of, a governmental record;
- (2) makes, presents, or uses any record, document, or thing with knowledge of its falsity and with intent that it be taken as a genuine governmental record; or
- (3) intentionally destroys, conceals, removes, or otherwise impairs the verity, legibility, or availability of a governmental record.

(b) An offense under this section is a Class C misdemeanor. (A person found by a court to be guilty may be fined up to \$500.) _____ (Initials)

Education Code, Section 25.001 Admission

(h) In addition to the penalty provided by Section 37.10, Penal Code, a person who knowingly falsifies information on a form required for enrollment of a student in a school district is liable to the district if the student is not eligible for enrollment in the district but is enrolled on the basis of the false information. The person is liable, for the period during which the ineligible student is enrolled, for the greater of:

- (1) the maximum tuition fee the district may charge under Section 25.038 of this code; or
- (2) the amount the district has budgeted for each student as maintenance and operating expenses.

(A person found guilty of falsifying information on an enrollment form may be liable for tuition for a sum in excess of \$5,000.) _____ (Initials)

**Assumption of Parental Responsibility and Acknowledgements
(To be completed by the Guardian/Homeowner)**

I / We, the person(s) specified as individual(s) with whom applicant is residing within Dickinson ISD in the foregoing application of _____ (Child's Name) hereby swear or affirm that every statement contained in the foregoing application is within my knowledge true and correct, I/We further agree to assume the obligations of parent(s) of said applicant insofar as Dickinson ISD is concerned, so long as applicant is a minor and is attending schools in Dickinson ISD and do hereby agree to be responsible for all matters as stated in this application. I am aware that the applicant must be a full-time resident in my home to be considered a resident of Dickinson ISD and that any violation of this policy will result in immediate withdrawal of the student. I am aware that if this student moves from my home, I am required to immediately report this to Dickinson ISD. I am aware that a person who knowingly falsifies information on a form required for a student's enrollment in the district is financially liable to the district for the number of days enrolled multiplied by the average per pupil expenditure cost on a daily basis. **The regular tuition rate is approximately \$66.47 per day (\$5,600 per semester / \$11,233 per year).** Presenting a false document or record is a violation of Texas Education Code 25.002(h) and Penal Code 37.10 and will be prosecuted to the full extent of the law by Dickinson ISD.

Attach a copy of the following five items to the affidavit:

- Parent's Government Issued Photo Id
- Student Birth Certificate or other acceptable proof of identity
- Guardian's Government Issued Photo Id
- Guardian's Current Utility Bill (gas, water, electric)
- Guardian's Current Lease or Mortgage Statement or Tax Statement

The completed original affidavit including all attachments and a copy of the original affidavit including all attachments must be returned to the campus for approval.

Guardian's signature _____ Date _____

STATE OF _____ § COUNTY OF _____ §

BEFORE ME, the undersigned authority, on this day personally appeared _____ known to me to be the person whose named is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purpose and considerations therein expressed.

GIVEN under my hand and seal of office on this _____ day of _____, 20 _____.

Notary Signature _____

| | | |
|---------------------|---|--|
| FOR OFFICE USE ONLY | <input type="checkbox"/> Parent's Gov't Issued Photo ID | <input type="checkbox"/> Guardian's Current Utility Bill |
| | <input type="checkbox"/> Birth Certificate | <input type="checkbox"/> Guardian's Current Lease/Mortgage |
| | <input type="checkbox"/> Guardian's Gov't Issued Photo ID | DISD Initials |

(Affix Notary Seal)

PACKET C
Parent – MUST
APPEAR IN PERSON

DICKINSON INDEPENDENT SCHOOL DISTRICT
(To be completed by the Parent/Legal Guardian)
POWER OF ATTORNEY AFFIDAVIT
(For parents giving educational rights to another adult)

I, _____, residing at
Parent or Legal Guardian

Address: Street, City, State, Zip Code Primary Telephone Number

do hereby grant to _____
Relationship to Student Name of Adult Guardian

who resides at _____
Address: Street, City, State, Zip Code

Primary Telephone Number Alternate Telephone Number

grant the following rights with respect to:

Name Age Campus/Grade

***Please note: Only one student per original affidavit.**

The duration of this Power of Attorney is for the duration of the **2024-2025** school year(s). During this period, the above-named adult shall to have such rights and obligations as may be necessary to enable my child to receive an appropriate education, including:

1. The duty of care, control, protection and reasonable discipline of the child;
2. The power to consent to medical and surgical treatment during any emergency involving an immediate danger to the health and safety of the child;
3. The right to consult with school officials concerning the child's welfare and educational status, including school activities, and to make decisions of educational significance to the child;
4. The right to attend school activities relating to the child;
5. The right of access to educational records;
6. The right to receive any form of notice from school officials that otherwise would be provided to me, as parent or legal guardian of the child; and
7. The right to be designated on any records as a person to be notified in case of emergency regarding the child.

FALSIFICATION OF INFORMATION ACKNOWLEDGEMENT

I declare that I have provided no false information to the Dickinson Independent School District (DISD). I understand that falsifying this sworn affidavit is a **criminal offense (Perjury)** under Section 37.01 of the Texas Penal Code, which is a Class A misdemeanor punishable up to one (1) year of confinement in jail; a fine not to exceed \$2000.00; or both such fine and imprisonment. Another criminal offense for falsifying this information is a violation of Texas Penal Code 37.10: **Tampering with a Government record.**

Parent or Legal Guardian signature and Notary verification is Mandatory.

Parent/Guardian's signature _____ Date _____

STATE OF _____ § COUNTY OF _____ §

BEFORE ME, the undersigned authority, on this day personally appeared _____ known to me to be the person whose named is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purpose and considerations therein expressed.

GIVEN under my hand and seal of office on this _____ day of _____, 20____.

(Affix Notary Seal)

Notary Signature _____

APPLICATION FOR DETERMINATION OF RESIDENCE UNDER A POWER OF ATTORNEY

FOR A MINOR LIVING SEPARATE AND APART FROM HIS/HER PARENT, GUARDIAN, OR OTHER PERSON HAVING LAWFUL CONTROL UNDER A COURT ORDER

INSTRUCTIONS: This application, completed in its entirety, along with the notarized Dickinson ISD Guardianship Notification and Power of Attorney (POA) Affidavit, must be submitted for each student under eighteen (18) years of age (hereinafter called "student") who claims a residence in the Dickinson Independent School District separate and apart from the residence of the student's parent/guardian or other person having lawful control of the student under an order of a court (hereinafter called "parent/legal guardian or court custodian" regardless of whether there is one or more applicable adult).

Note: *If parent/legal guardian lives in DISD, student must attend zoned school of the parent's/legal guardian's DISD address.*

PLEASE PRINT:

1. _____
(Full Name of Student) (Age) (Male/Female) (Grade Level)

(Name of Last School Attended) (Name of District) (City/State/Zip Code) (Grade Level)

2. Full name of student's parent/legal guardian or court custodian (If more than one, list each and designate relationship to student):

Complete address of student's Parent/Legal Guardian or court custodian (include apartment number if applicable):

3. Full name of person(s) with whom the student will be residing within the DISD during the school year:

Complete address where the student will reside within the DISD during the school year (include apartment number if applicable):

4. When did the student start residing at the address listed in number four (4) above (include month, day, and year)?

5. Why did the student start residing at the address in #4 above? Academics Sports Extracurricular Activities

Other: _____

6. Relationship of student to person(s) with whom the student is residing (If no relationship, state "None")?

7. Will the person(s) with whom the student resides (POA appointee) assume parental responsibility for the student as outlined on the POA form? Yes No **If no, explain why:** _____

8. Will the POA appointee carry the student as a dependent on their Federal Income Tax as allowed by federal law?

Yes No **If no, explain why:** _____

9. Where does the student sleep most nights (fill in all spaces as applicable)?

_____**Less Than 4-Nights per week:** with Appointee with Parent/Guardian with Other

_____**4-Nights per week:** with Appointee with Parent/Guardian with Other

_____**More than 4-Nights per week:** with Appointee with Parent/Guardian with Other

10. Has the student been placed in an alternative education program (DAEP) within the current or previous school year?

Yes No **If yes, explain:** _____

11. Has the student been expelled within the current or previous school year? Yes No

If yes, explain: _____

12. Is the student on probation for having been convicted of a criminal offense? Yes No

If yes, explain: _____

13. Is the student on probation for having engaged in delinquent conduct? Yes No

If yes, explain: _____

14. Is the student on probation for conduct in need of supervision? Yes No

If yes, explain: _____

Note: If parent/legal guardian lives in DISD, student must attend zoned school of the parent's/legal guardian's DISD address.

Signature of Parent/Guardian: _____ **Date:** _____

Signature of Appointee: _____ **Date:** _____

Notice: Falsifying information on this application is a violation of the law. Violation may result in prosecution. Before signing this form, review Section 37.10 of the Texas Penal Code and Section 25.001(h) of the Texas Education Code printed below. The regular tuition rate is approximately \$66.47 per day (\$5,600 per semester / \$11,233 per year).

WARNING: Falsifying information on this form is a violation of the law. Violation may result in prosecution.

TEXAS PENAL CODE: Section 37.10 – Tampering with Government Records –

Class A Misdemeanor. Any person adjudged guilty of a **Class A Misdemeanor** shall be punished:

- (1) A fine not to exceed \$2,000;
- (2) Confinement in jail not to exceed one year; or
- (3) Both such fine and imprisonment.

TEXAS EDUCATION CODE: Section 25.001(h) – In addition to the penalty provided by **Section 37.10, Penal Code**, a person who knowingly falsifies information on a form required for enrollment of a student in a school district is liable to the district if the student is not eligible for enrollment but is enrolled on the basis of the false information.

The person is liable, for the period which the ineligible student is enrolled, for the greater of:

- (1) The maximum tuition fee the district may charge under **Section 25.038 of this code**; or
- (2) The amount the district has budgeted for each student as maintenance and operating expenses.

FOR ADMINISTRATOR USE ONLY

DENIED (MUST be based on Statute) Reason: _____

APPROVED _____

(Date)

Notice of Revocation of Authorization Agreement

Notice: A copy of your Authorization Agreement must be submitted with this notice.

Date:

This notice is to inform Dickinson Independent School District that the Authorization Agreement for _____ (*student's name*) has been revoked, effective _____ (*date*), in accordance with Section 34.008(c) of the Texas Family Code.

Parent's name

(*print*):

Parent's signature:

Student's name

(*print*):

Date of birth:

Student's

Campus of

Attendance:

Grade:
