



DISTRICT OF COLUMBIA

OFFICE OF THE STATE SUPERINTENDENT OF

EDUCATION

Guidance Related to Coronavirus (COVID-19): SY2020-21 Enrollment Process: Part III

(Updated May 6, 2020)

Background

As a part of the District's response to coronavirus (COVID-19), the Office of the State Superintendent of Education (OSSE) is modifying certain policies related to residency verification.

Scope

This document contains guidance specific to residency verification requirements for enrolling students. For part I and part II of the residency verification requirement guidance, please refer to guidance issued [here](#).

Effective Date

Policy updates outlined below will apply to all students enrolling for the 2020-21 school year, which began on March 27, 2020.

Policy Guidance

Unemployment Insurance Benefits as Valid Supporting Documentation

OSSE has identified Unemployment Insurance (UI) benefits distributed by the DC government as a valid supporting residency document for persons enrolling in a DC public school or public charter school. The inclusion of this benefit will help enrolling persons who might previously have submitted a pay stub as a valid supporting document but are currently unemployed and therefore unable to provide one. Because UI benefits are based on the location of employment and not where the recipient physically resides, use of UI benefits for residency verification must meet the following requirements to demonstrate DC residency:

- The enrolling person must submit a Monetary Determination Letter issued by the District of Columbia Department of Employment Services;
- The Monetary Determination Letter must have the name and address of the enrolling person as listed on the District of Columbia Residency Verification Form (DCRV);
- The enrolling person must submit a paystub dated within 60 days preceding the Mail Date on the Monetary Determination Letter;
- The Monetary Determination Letter must list the enrolling person as eligible for benefits;
- The benefit receipt must be current at the time of review;
- The paystub must contain the same name and address of the enrolling person as listed on the DCRV;
- The paystub must show a withholding amount greater than zero of DC personal income tax for both the current tax year and the current pay period; and
- The paystub must identify DC as the only state tax deduction – no other state identified on the paystub.

Extension of Expiration Dates on DC Department of Motor Vehicle Documents (DMV) - Updated

As part of the District's response to the coronavirus (COVID-19) outbreak in the United States, the DC Department of Motor Vehicles (DMV) has extended the expiration date for all documents expiring March 1 through the duration of the public health emergency, including drivers licenses, identification cards, and vehicle registrations, until June 29, 2020.

In response to these changes, valid driver's licenses, identification cards, and vehicle registrations that expired March 1 through the duration of the public health emergency are acceptable valid supporting documents for residency verification if presented to the LEA on or before June 29, 2020. Should the DMV make any additional extensions to expiration dates for these documents, OSSE will make parallel adjustments to expectations for supporting documents for residency verification.

Ability to Request Additional Documentation

As always, pursuant to 5-A DCMR § 5002.5, even if appropriate documentation is submitted per this and other OER policies, schools and LEAs *always* have the ability to request additional documentation if they reasonably conclude that additional information is needed to verify the student's residency or the documentation submitted is for any reason deemed insufficient.

Forthcoming policy updates

In addition to these immediately applicable policy updates, OSSE is developing further guidance on the following issues:

- Verifying District residency through a Home Visitation; and
- Verifying District residency for persons requiring in-person assistance.

Again, in all decisions, OSSE will consider relevant federal and local requirements, and fairness to LEAs and schools, during this dynamic time.

Questions?

If you have questions relating to these policies please contact OSSE's Director of Enrollment and Residency, Aaron Parrott at Aaron.Parrott@dc.gov.

For resources and additional information on the District of Columbia Government's coronavirus (COVID-19) response and recovery effort, please visit coronavirus.dc.gov.