



Ohio High School Athletic Association
 4080 Roselea Place - Columbus, Ohio 43214
 Ph: 614-267-2502; Fax:614-267-1677
 Web site: www.ohsaa.org

INSTRUCTIONS FOR COMPLETING

AFFIDAVIT FOR BONA FIDE LEGAL CHANGE OF RESIDENCE – 2011-12

FOR STUDENT(S) _____
TRANSFERRING FROM _____ **HIGH SCHOOL ON** _____ **(DATE)**
(Note: Please include all siblings on the same affidavit)

Exception 1 to Bylaw 4-7-2 permits a student whose parents (note: plural) have made a "bona fide legal change in residence from one public school district to another public school district" to become eligible to participate in interscholastic athletics insofar as the transfer bylaw is concerned. The rationale for this exception centers around the idea that the change of residence *caused* the student to transfer. Bylaw 4-6-1 defines what constitutes a "bona fide change of residence" and the factors to be examined in making this determination. To be certain, merely signing a lease agreement for an apartment in the new district does not constitute a *bona fide legal change of residence*. Note: If only one parent in an intact family "makes the move," a presumption is created that "the move" does not meet the criteria of this Exception 1.

To further assist schools and parents alike with this determination, the OHSAA has developed an *Affidavit of Bona Fide Change of Residence* to be executed by parents when making such a change of residence and transferring a student from one public school district to another. For the most part, this *Affidavit* is fairly self-explanatory. Each of the 26 affirmations contained within this *Affidavit* requires the affiant to complete the statement/paragraph by either inserting the applicable information, circling the appropriate "does/does not" or inserting affiant's initials where called for. All 26 paragraphs must be completed by the affiant and must be done so *prior* to the student's participation in any interscholastic athletic competitions.

In addition to the duty imposed upon the affiant to complete the *Affidavit* accurately and honestly, the affiant has a duty to supply the school district with supporting documentation with respect to utility bills, voter registration, driver's license changes, and mail received at the new residence. Furthermore, given the fact that this new residence *must be maintained for a period of one year from the date that the transfer is approved*, there exists a duty on the part of the parents to continually supply this same documentation throughout the entire twelve month period covered by the bylaws.

In addition to the duties imposed upon the parents as heretofore described, school administrators have a duty to investigate and continually monitor all alleged bona fide residential changes. Schools should maintain files on all transfer students whose parents claim to have made a *bona fide* change in residence which files should include the documentation that supports each of the claims set forth in the *Affidavit*. Additionally, the school should visit the new residence on some type of regular basis to verify some of the other affirmations that cannot be verified through documentation. These visits should be planned so as to yield meaningful and accurate results (*i.e.* to confirm that the majority of meals are eaten at the new residence, one should not send the truancy officer to the home at 10:00 in the morning when no one is home much less eating). A log identifying the times, dates, persons making the visits and findings from the visits should also be maintained in the student's file. If a parent or school has any questions regarding these *Instructions* or the *Affidavit* itself, those questions should be directed to the Commissioner's Office via the school administrator prior to the participation of any transfer student.

I HEREBY ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE *INSTRUCTIONS* AS SET FORTH HEREIN AND THE *AFFIDAVIT* TO WHICH THESE INSTRUCTIONS APPLY.

Parent

Parent

School Administrator

Milford HS

High School

513-831-2990

Phone Number

AFFIDAVIT OF _____(PARENT)
FOR STUDENT(S): _____

STATE OF OHIO :
COUNTY OF _____ :

_____, having been duly advised and sworn, hereby states as follows:

1. Affiant is of sound mind and legal age and has first hand knowledge of the facts asserted herein.
2. Affiant is the biological/adoptive (circle one) mother/father of _____ .
(name of transfer student)
3. Affiant's current resident address is _____.
Street City Zip School District
4. Affiant owns/rents (circle one) the real property at this current resident address. Furthermore, Affiant states that Affiant has provided the school's administration with a copy of Affiant's deed/rental agreement (circle one) to be kept with the student's school records.
5. Affiant's current resident telephone number is (____) ____-_____. [Note: do not substitute "cell phone number" in this response unless this is your only phone.]
6. Affiant's current work telephone number is (____) ____-_____.
7. Affiant further states that Affiant intends to make this current residence Affiant's permanent residence, further affirms that the move to this current residence is not intended to be temporary, and understands that OHSAA bylaws require a one year period of residency at this current residence beginning with the date the transfer is approved. _____ (Initials of Affiant)
8. Affiant's residence from which Affiant moved was _____.
Street City Zip School District
9. Affiant has completely vacated Affiant's former residence. Furthermore, Affiant's former residence was vacated on _____, 20____.
10. Affiant further states that in vacating Affiant's former residence, Affiant has removed all of the family's household possessions. _____ (Initials of Affiant). **Note: In the event any family household possessions remain at the former residence, explain in detail the reasons and circumstances on a separate sheet of paper.**
11. Neither Affiant nor any member of Affiant's household continues to maintain this former residence nor does Affiant or any member of Affiant's household maintain any other residence in the State of Ohio. _____(Initials of Affiant).
12. Affiant owned/rented the property at this previous resident address (circle one):
(If answer above was "rented"): The name, address and telephone number of affiant's landlord is:
_____.
13. Each and every member of Affiant's household has completely vacated the former residence and has moved with Affiant into this new residence. _____(Initials of Affiant). For purposes of this Affidavit, Affiant's household members shall include Affiant's spouse, all school aged children of Affiant and any other persons whom Affiant could claim as a dependent for federal tax purposes.* **(In the event any members of Affiant's household did not make "the move" to this current resident address, a detailed explanation of the facts and circumstances to why any household members did not make "the move" must be provided on a separate sheet of paper. FAILURE TO ACCURATELY COMPLETE THIS AFFIRMATION, INCLUDING THE "EXPLANATION" AS TO WHY ALL HOUSEHOLD MEMBERS DID NOT MOVE, SHALL CAUSE THE STUDENT'S ELIGIBILITY TO BE FORFEITED.**
14. Affiant moved to this current resident address on _____, 20_____.

15. Affiant does/does not (circle one) receive all of Affiant's mail at the current resident address listed above.
16. Affiant does/does not (circle one) eat the majority of Affiant's meals at the current resident address listed above.
17. Affiant does/does not (circle one) sleep the majority of the time at the current resident address listed above.
18. Affiant is/is not (circle one) registered to vote from the current resident address listed above.
19. Affiant's driver's license does/does not (circle one) show the current resident address on it as being Affiant's residence.
20. Affiant does/does not (circle one) own the current resident address listed above.
21. Affiant does/does not (circle one) rent the current resident address listed above. (If renting): The name, address and telephone number of Affiant's landlord is _____
_____.
22. Prior to August 1 of the current calendar year Affiant did/did not (circle one) notify Affiant's employer (or Department of Public Assistance if applicable) that my address is the same as that listed in this affidavit as my current resident address.
23. Affidavit does/does not (circle one) receive Affiant's utility bills at the current resident address listed above.
24. Affiant states that the reason Affiant made the move from Affiant's former residence to this current residence is because of:

_____.
25. Affiant is not attempting to establish residence at the current resident address in order to avoid paying tuition to attend the public school to which the current resident address is assigned nor is Affiant attempting to establish residence at the current resident address in order to circumvent any of the Bylaws or rules of the Ohio High School Athletic Association. _____ (Initials of Affiant)
26. Affiant understands that falsification of information contained in this affidavit can result in prosecution for perjury/falsification, liability for tuition and **will** adversely affect the eligibility status of the child/children listed herein. Furthermore, should eligibility of said child/children be predicated in whole or in part upon any information contained herein, which information is later learned to be false, the future eligibility of said child/children, will be in jeopardy as well as the team and/school's status, their records and their future status as a member of the OHSAA. _____(Initials of Affiant)

AFFIANT FURTHER SAYETH NAUGHT.

SWORN TO before me and SUBSCRIBED in my presence this ____ day of _____, 20____.

NOTARY PUBLIC