



Frequently Asked Questions about the SFUSD Residency Policy

Please see the *Enrollment Guide*, *Education Placement Center* webpage, or refer to [Board Docs](http://www.boarddocs.com/ca/sfUSD/Board.nsf/Public) <http://www.boarddocs.com/ca/sfUSD/Board.nsf/Public> to review applicable Board Policies and Administrative Regulations.

What is considered “true residency” for the purpose of eligibility to enroll in a SFUSD school?

A San Francisco resident is an individual who is a full time occupant of a dwelling located in San Francisco who, on any given day, is likely to be at their stated address when not at work or in school. A minor’s residence is presumed to be the legal residence of the parent(s) or guardian(s) who have physical custody of the minor. Temporary residence in San Francisco, solely for the purpose of attending a SFUSD school, shall not be considered residency.

I live outside of San Francisco, but I also own property in San Francisco. Can I use my San Francisco address to enroll in school in SFUSD because I pay taxes in San Francisco?

A person who owns property in San Francisco, but does not reside in San Francisco, is not considered a resident. A business, post office box, or other non-residential mailing address located in San Francisco will not qualify as a residential address for the purpose of enrollment in SFUSD.

I live outside of San Francisco, but I also own property in San Francisco. If I live in my San Francisco address at the time I submit an application for enrollment, but then move to the other address, can use my San Francisco address to enroll in school?

No. Temporary residence in San Francisco, solely for the purpose of attending a SFUSD school shall not be considered residence.

The student is homeless and does not have a fixed, regular, and adequate nighttime residence. Does the residency policy apply?

No. The residency policy does not apply to homeless youth.

I had to move out of San Francisco because of a no fault eviction process. Can my child continue attending school in SFUSD?

Under Administrative Regulation 5111.1, the student may remain at the assigned school for the duration of the school year if the student’s family lost residency due to a no-fault eviction.

Can my child enroll into a SFUSD school if we live outside of San Francisco?

Non-residents are not eligible to participate in the regular enrollment process. However, a non-resident child may apply for an interdistrict permit to attend a SFUSD school if they live outside of San Francisco. Interdistrict permit applications are reviewed after all San Francisco residents have been placed, and are granted or denied under the criteria and process described in Board Policy/Administrative Regulation 5117, and on a space-available basis.

My spouse and I live full-time in San Francisco but our child attends boarding school out of state. Can our child still apply for SFUSD schools?

Yes, students who attend boarding school in another state or country while their parents reside in San Francisco are considered residents. However, students who are applying for Lowell, Ruth Asawa SOTA or language programs must meet eligibility requirements through admissions tests, audition or language testing that is administered by SFUSD in San Francisco. Applicants may not take the assessments remotely.



What happens if the parents do not live together?

If the parents are separated and live at different addresses, the student must physically reside with the custodial parent at the reported San Francisco address for at least 50% of the time at the time of application and during the regular school year to be eligible to apply and enroll in SFUSD.

If both parents live at two different San Francisco addresses, SFUSD requests that the parents submit ONE enrollment application. SFUSD cannot be involved in resolving disputes over school choices. SFUSD requests that enrollment applications include court documents outlining physical and legal custody arrangements.

My child lives with the other parent outside of San Francisco and attends school outside of SFUSD, but I live full-time in San Francisco. Can I apply for a SFUSD school and have my child move in with me if we receive a placement into a desired SFUSD school?

No, the child must physically reside with the custodial parent at the reported San Francisco address for at least 50% of the time at the time of application for enrollment.

I have been a full-time resident of San Francisco but I am currently living and working outside of San Francisco. I plan to return to San Francisco before the next school year starts. Can I apply for my child to attend SFUSD?

In order to enroll in SFUSD, the parent/guardian must continually reside in San Francisco at the time of application and for the entire period of enrollment in SFUSD. If you are living and working outside of San Francisco, you may apply to enroll your child once you return to San Francisco as a full time resident.

If you continue to live outside of San Francisco, you may apply for an interdistrict permit from your district of residence and SFUSD. Interdistrict permits are processed under Board Policy/Administrative Regulation 5117.

If I apply for SFUSD for my child and receive a school assignment, and then we move sometime after my child began attending school in SFUSD, what will happen to the school assignment?

Any change of address must be completed with the District within 14 days of the move. A failure to report a change of address within 14 days of the move may result in the revocation of the student's enrollment.

If the move is within the city of San Francisco, there is no impact on school assignment unless SFUSD determines that the school assignment was obtained based on false information. If the change of address is outside of San Francisco, the student loses eligibility to attend an SFUSD school based on residency, but may apply for an interdistrict permit from the district of residence and SFUSD to request continued enrollment in SFUSD.



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What is residency fraud?

Parent(s)/Guardian(s) are committing residency fraud if they submit an address that is not their true residence in the application and enrollment process or in other documents submitted to the District.

What happens if the District investigates and I am found to have used a false address or other false information to obtain enrollment in SFUSD?

SFUSD will deny or revoke enrollment in SFUSD and the parent must reimburse the District for investigative costs. If the student is a resident of San Francisco, but obtained their school assignment based on false information, the student may lose their existing school assignment and be re-assigned to an undersubscribed school in SFUSD. If the student is not a resident of San Francisco, an interdistrict permit will not be approved for enrollment into SFUSD for one year after revocation of enrollment due to fraud.

The District may pursue civil or criminal action against anyone making false claims in order to obtain enrollment in a SFUSD school.

If the District determines that I used a false address or other false information to obtain enrollment in SFUSD, can I appeal the decision?

A parent/guardian has the right to appeal the District's residency determination. Once the District receives notice of the intent to appeal, the District will provide an appeal form and a summary of evidence used to support the residency determination. The parent/guardian will then have 14 days to submit a narrative and supporting documentation in support their appeal to the Educational Placement Center. The student will remain enrolled in the SFUSD school until the decision to revoke enrollment is sustained or reversed. This decision shall be final.