



POLICY SECTION:	STUDENTS
SUB-SECTION:	ADMISSIONS AND PLACEMENT
POLICY NAME:	Admission and Placement of Elementary Pupils
POLICY NO:	S.A. 01

APPENDIX 'A' – Acceptable proof of residency/current address (per 2 (iv))

In an effort to further define and verify home addresses, TCDSB has included a requirement for additional documentation collected at the time of registration. The list of options below is consistent with proof of residency documents collected by other government agencies. **Two pieces of documentation are required, one from list 'A' and one from list 'B'.**

LIST 'A'

Please provide at least **one (1)** of the following:

- Ownership/Tenant Lease Agreement
- Utility Bill
- Bank Statement
- Phone Bill

LIST 'B'

Please provide at least **one (1)** of the following:

- employer record (e.g. pay stub, letter from employer on company letterhead)
- school, college or university report card or transcript
- Child Tax Benefit statement
- most recent income tax Notice of Assessment
- insurance policy (e.g. home, tenant, auto or life)
- Ontario motor vehicle permit (plate or vehicle portions)
- property tax bill
- statement of direct deposit for Ontario Works or Ontario Disability Support Program (ODSP)
- statement of Employment Insurance Benefits Paid (T4E), Old Age Security (T4A) or Canada Pension Plan Benefits (T4A) (P)
- Any of the following statements from a bank, trust company or credit union:
 - Registered Retirement Savings Plan (RRSP)
 - Registered Retirement Income Fund (RRIF)
 - Registered Home Ownership Savings Plan (RHOSP)
- Workplace Safety and Insurance Board Statement of Benefits (T5007)
- Canada Pension Plan Statement of Contributions