

**Shared Housing  
Frequently Asked Questions**

- 1. How will families submit proof of residency documents with the *Shared Housing Verification Request Form*?**  
All documentation should be submitted via email, U.S. mail, or in person.
- 2. Will families need to complete the *Shared Housing Verification Request Form* each year?**  
Yes. The *Shared Housing Verification Request Form* must be completed each year.
- 3. How will families be notified regarding the approval or denial of a shared housing request?**  
ESD staff will notify families of the outcome via email or mail.
- 4. Is there an appeal process if the *Shared Housing Verification Request Form* request is denied?**  
Yes. Appeals may be submitted to ESD via [151-SharedHousing@nv.ccsd.net](mailto:151-SharedHousing@nv.ccsd.net).
- 5. Will an approved *Shared Housing Verification Request Form* allow a student to participate in school activities, such as athletics?** Secondary students attending on Shared Housing are ineligible for athletic participation. (Eligibility may occur through NIAA hardship)
- 6. Will families be able to enroll prior to the approval of a *Shared Housing Verification Request Form*?**  
No. ESD staff will notify schools and families of outcomes related to enrollment and when students may begin school.
- 7. When does the attendance officer come to verify proof of residency?**  
Verification of residency may include visits by attendance officers. This process may occur on an ongoing basis to verify residency aligned to the approved *Shared Housing Verification Request Form*.
- 8. What documents are required to submit as part of the Shared Housing process?**  
Parent/Guardian must submit the following documents:
  - a. Government-issued photo identification with address showing parent/guardian is living at shared housing address (e.g., driver's license, state issued identification card, passport).

**AND**

  - b. Two additional supporting documents in the name of the parent/guardian at the address shown on the *Shared Housing Verification Request Form*, dated within 90 days of the current date. The document should be communication to the parent/guardian at the address from the following type of entities:
    - Financial Institutions (i.e., bank, insurance company)
    - Utility Company (i.e., phone, gas)
    - Medical
    - Religious Institutions
    - Governmental (i.e., federal, state, local)
- 9. What other choice options are available to families?**  
Families may visit [itsyourchoice.ccsd.net](http://itsyourchoice.ccsd.net) to explore other choice enrollment options.

For additional support, please contact Kuldip Mangat or Xialie Anderson at (702) 799-8630 or [151-SharedHousing@nv.ccsd.net](mailto:151-SharedHousing@nv.ccsd.net).