

**GAHANNA-JEFFERSON PUBLIC SCHOOLS**  
**Welcome Center at Clark Hall**  
**380 Granville Street, Suite A**  
**Gahanna, OH 43230**  
**(614) 643-8300**

**Enrolling a Student While Seeking Guardianship**

The Gahanna-Jefferson Public School District will temporarily enroll a student residing with an adult caretaker who lives in the school district under the following circumstances:

1. Adult caretaker must provide documentation establishing proof of residency in the Gahanna-Jefferson Public School District.
2. Adult caretaker must provide a copy of the court record of the application seeking guardianship for the minor student. (Franklin County Probate Court, 373 S. High Street, Columbus, OH 43215, (614) 462-3841)
3. Adult caretaker must provide a certified copy of the court order or decree approving custody/guardianship. If the custody/guardianship court order or decree is received within 60 calendar days from the date of enrollment, the minor student may remain in school as long as both the guardian and student reside in the Gahanna-Jefferson Public School District.

.....  
Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

New School of Attendance: \_\_\_\_\_ Grade: \_\_\_\_\_

Current School of Attendance: \_\_\_\_\_

Name of Current Parent/Guardian: \_\_\_\_\_

Signature of Current Parent/Guardian: \_\_\_\_\_

Name of Adult Seeking Guardianship: \_\_\_\_\_

Signature of Adult Seeking Guardianship: \_\_\_\_\_

.....  
**For Office Use Only**

**Court Record of Guardianship Application Received**                      **60 Day Expiration Date:** \_\_\_\_\_

**Sworn Statement Signed and Notarized**

**Final Court Order or Decree Received**

**Residency verification received:**

**Lease** AND  **Gas or Electric Bill**

**OR**

**Real Estate Tax Duplicate or Mortgage Statement** AND  **Gas or Electric Bill**

\_\_\_\_\_  
**Debora Binkley, PhD., Administrator of Pupil Services**

**R.C. 3313.64(E)**  
**Revised 9//6/17**

**Enrolling a Student While Seeking Guardianship**

**SWORN STATEMENT OF  
ADULT SEEKING GUARDIANSHIP**

State of Ohio        )  
                              ) **SS:**  
County of Franklin )

\_\_\_\_\_, being duly sworn on oath, deposes and says:  
(Name of Adult Seeking Guardianship)

I have initiated legal proceedings for custody of \_\_\_\_\_. I am  
(Name of Student)

attaching to this sworn statement a copy of the court record demonstrating that I am seeking guardianship of this student.

Further affiant sayeth naught.

\_\_\_\_\_  
Signature of Adult Seeking Guardianship

SWORN TO AND SUBSCRIBED in my presence this \_\_\_ day of \_\_\_\_\_, 201\_\_\_.

\_\_\_\_\_  
Notary Public

