

FLVS Proof of Residency – Time Sensitive

Students in grades 4-8 at Guardian Catholic take a Spanish Class through Florida Virtual School (FLVS). FLVS is obligated to prove Florida Residency for each student enrolled in a course. One of the documents required for enrollment is proof of Florida residency.

The parent of any student who has not yet taken care of this is asked to do so by February 15 to avoid your child's withdrawal from Spanish. FLVS plans to implement an automatic withdrawal feature in March, so it is imperative that parents are proactive in providing their documentation.

Please see below for a list of approved Proof of Residency documents. All documents must be dated within 30 days from course registration or newer, must be in the name of the parent/guardian listed on the student's account, and include the current home address associated with the student's account.

- Current Florida driver's license or Florida identification card
- Gas, water, sewage, electric, cable/internet or home/cellular telephone bill (must be dated within 30 days from course registration or newer)
- Florida Voter's registration card
- Property tax statement
- Bank account statement
- Mortgage statement or mortgage commitment
- Rent receipt with name of lessee and contact information
- Automobile insurance statement
- Lease agreement with name of lessee and contact information
- Home purchase contract, including specified closing date, with copy of deed to be provided within 60 days of closing.

How/where do parents upload their proof of residency document?

All proof of residency documents must be uploaded to the student's VSA account by following the steps below:

- [Log in to VSA](#) (your child has the login info)
- Click on the **menu bar** at the top left-hand side of the page
- Click **Student Records**
- Click **My Documents**
- Choose files to upload
- Select **Proof of Residency** as the document type

Students can view their proof of residency verification status by following the steps provided below upon logging into VSA:

- Click on the menu bar at the top left-hand side of the page
- Click **Student Records**

- Click on **Academic Profile**
- Scroll down to **Proof of Residency Status**
- Here you will see your **Verification Status** (Not Verified or Verified)

Thank you for assistance and support.

Sister Cynthia Shaffer, SND

Principal