



**Student Services**

3120 Carson Street, Haltom City, Texas 76117-4212      817.547.5790      Fax 817.547.5791

## **Instructions for Completing the Affidavit of Grandparent**

Texas law has added an additional basis for eligibility for admission to a school district. The new eligibility is for a student who does not reside in the school district, but whose grandparent resides in the district and provides a substantial amount of after-school care for the student as determined by the district's board of trustees.

1. Parents and Grandparents must complete the attached form and both signatures must be notarized. Please note that BISD officials will not notarize their own forms.
2. After the form is completed and notarized, either the parent or grandparent must make an appointment with BISD Student Services Department for an informal conference.
3. During this conference the specific situation will be discussed and either approved or disapproved.
4. If the enrollment is approved, the person who is enrolling the child will take a copy of the approved form to the individual campus to begin the enrollment process. All required enrollment paperwork will be needed for enrollment in addition to the approved form.
5. The school zone in which the grandparent resides will determine the BISD campus where the individual student will be enrolled.
6. The campus principal may revoke this approval if the student has serious or repetitive discipline or attendance problems after enrollment.

