



Ohio High School Athletic Association  
4080 Roselea Place - Columbus, Ohio 43214  
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Web site: [www.ohsaa.org](http://www.ohsaa.org)

**INSTRUCTIONS FOR COMPLETING  
AFFIDAVIT FOR BONA FIDE LEGAL CHANGE OF RESIDENCE  
FOR STUDENT \_\_\_\_\_**

Exception 1 to Bylaw 4-7-2 permits a student whose **parents** (note: plural) have made a *“bona fide legal change in residence from one public school district to another public school district”* to become eligible to participate in interscholastic athletics insofar as the transfer bylaw is concerned. Bylaw 4-6-1 defines what constitutes a *“bona fide change of residence”* and the factors to be examined in making this determination. To be certain, merely signing a lease agreement for an apartment in the new district does not constitute a *bona fide legal change of residence*.

To further assist schools and parents alike with this determination, the OHSAA has developed an *Affidavit of Bona Fide Change of Residence* to be executed by parents when making such a change of residence and transferring a student from one public school district to another. For the most part, this *Affidavit* is fairly self-explanatory. Each of the 24 affirmations contained within this *Affidavit* requires the affiant to complete the statement/paragraph by either inserting the applicable information, circling the appropriate “does/does not” or inserting affiant’s initials where called for. All 24 paragraphs must be completed by the affiant and should be done so **prior** to the student’s participation in any interscholastic athletic competitions.

In addition to the duty imposed upon the affiant to complete the *Affidavit* accurately and honestly, the affiant has a duty to supply the school district with supporting documentation with respect to utility bills, voter registration, driver’s license changes, and mail received at the new residence. Furthermore, given the fact that this new residence **must be maintained for a period of one year from the date of transfer**, there exists a duty on the part of the parents to continually supply this same documentation throughout the entire twelve month period covered by the bylaws.

In addition to the duties imposed upon the parents as heretofore described, school administrators have a duty to investigate and continually monitor all alleged *bona fide* residential changes. Schools should maintain files on all transfer students who claim to have made a *bona fide* change in residence which files should include the documentation that supports each of the claims set forth in the *Affidavit*. Additionally, the school should visit the new residence on some type of regular basis to verify some of the other affirmations that cannot be verified through documentation. These visits should be planned so as to yield meaningful and accurate results (*i.e.* to confirm that the majority of meals are eaten at the new residence, one should not send the truancy officer to the home at 10:00 in the morning when no one is home much less eating). A log identifying the times, dates, persons making the visits and findings from the visits should also be maintained in the student’s file.

If a parent or school has any questions regarding these **Instructions** or the **Affidavit** itself, those questions should be directed to the Commissioner’s Office via the school administrator prior to the participation of any transfer student.

I HEREBY ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE **INSTRUCTIONS** AS SET FORTH HEREIN AND THE **AFFIDAVIT** TO WHICH THESE INSTRUCTIONS APPLY.

\_\_\_\_\_  
Parent

\_\_\_\_\_  
School Administrator

\_\_\_\_\_  
Parent

\_\_\_\_\_  
**Milford**  
School



13. Affiant moved to this current resident address on \_\_\_\_\_, 20\_\_\_\_\_.
14. Affiant does/does not (circle one) receive all of Affiant's mail at the current resident address listed above.
15. Affiant does/does not (circle one) eat the majority of Affiant's meals at the current resident address listed above.
16. Affiant does/does not (circle one) sleep the majority of the time at the current resident address listed above.
17. Affiant is/is not (circle one) registered to vote from the current resident address listed above.
18. Affiant's driver's license does/does not (circle one) show the current resident address on it as being Affiant's residence.
19. Affiant does/does not (circle one) own the current resident address listed above.
20. Affiant does/does not (circle one) rent the current resident address listed above. (If renting): The name, address and telephone number of Affiant's landlord is \_\_\_\_\_  
\_\_\_\_\_.
21. Prior to August 1 of the current calendar year Affiant did/did not (circle one) notify Affiant's employer (or Department of Public Assistance if applicable) that my address is the same as that listed in this affidavit as my current resident address.
22. Affidavit does/does not (circle one) receive Affiant's utility bills at the current resident address listed above.
23. Affiant is not attempting to establish residence at the current resident address in order to avoid paying tuition to attend the public school to which the current resident address is assigned nor is Affiant attempting to establish residence at the current resident address in order to circumvent any of the Bylaws or rules of the Ohio High School Athletic Association. \_\_\_\_\_ (Initials of Affiant)
24. Affiant understands that falsification of information contained in this affidavit can result in prosecution for perjury, liability for tuition and adversely affect the eligibility status of the child/children listed herein. Furthermore, should eligibility of said child/children be predicated in whole or in part upon any information contained herein, which information is later learned to be false, the future eligibility of said child/children, may be in jeopardy as well as the team and/school's status, their records and their future status as a member of the OHSAA. \_\_\_\_\_(Initials of Affiant)

AFFIANT FURTHER SAYETH NAUGHT.

\_\_\_\_\_

SWORN TO before me and SUBSCRIBED in my presence this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC