

**To Be Completed if Certified Copy of Birth Certificate Is Not Presented**

**Affidavit**

Commonwealth of Virginia - Albemarle County, to Wit: Being first duly sworn upon oath, based upon his/her personal knowledge, answers the following questions as noted in his/her handwriting which are propounded by duly authorized officials of the Albemarle County Public Schools Division concerning a pupil's identity and age requesting enrollment as a pupil within the Division in accordance with Section 22.2-3.1 of the Code of Virginia and Albemarle County School Board Policy JEC, page 5 #C.

What is your name?		
Physical Address:		
What is the full name of the pupil you wish to enroll:		
Pupil being enrolled: What is the age _____ Date of Birth: _____ Place of Birth:		
Who are the parents, parents by legal adoption, or person serving in loco parentis and responsible for the care of the pupil desired to be enrolled? Mother: _____ Father: _____ Other: _____		
Why are you unable to present a certified copy of the birth record of the enrolling student?		
What documentary (written) proof can be or is offered of the pupil's identity and age, attach same hereto?		
	YES	NO
Have you been advised by an official of the Division, and do you understand that you are required to answer the questions contained in this Affidavit as a condition to your enrollment and admission of a pupil into the Division because of your inability to supply the Division with a certified copy of the pupil's birth record?		
Do you understand that giving a false or otherwise untrue answer to any of the questions in this Affidavit could result in a criminal charge of perjury being brought against you?		
Do you understand that when a question in this Affidavit asks if you have knowledge of or if you know of an instance or situation, it means that you are expected to relate any knowledge you may have about the incident, whether it be personal knowledge or information received from other people, and to related the source of your knowledge and information?		
To the best of your knowledge has this pupil ever been reported to any law enforcement agency as a missing child? If yes, identify by name and address the law enforcement agency and date of report:		
Do you have legal custody imposed by a court order or have you been designated court-appointed guardian for the pupil desired to be enrolled?		

**An original birth certificate will be provided to the school within 30 days of today's date, \_\_\_\_\_, 20\_\_\_\_.**

Parent Signature: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My Commission expires: \_\_\_\_\_ Notary Public \_\_\_\_\_