LOUISIANA OFFICE OF STUDENT FINANCIAL ASSISTANCE

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Louisiana's Taylor Opportunity Program for Students (TOPS)

Affidavit of Residency For Hurricane "Displaced Students"

Graduating from a Louisiana High School in the 2021-2022 Academic Year (High School)

DO NOT use this form if the TOPS Applicant lived in Louisiana and attended ALL of the TWELFTH grade in an eligible Louisiana High School.

PLEASE FOLLOW THE INSTRUCTIONS ON PAGE 3 OF THIS AFFIDAVIT

BEFORE ME, undersigned Notary, personally came and appeared _____, who after being duly sworn, did depose and say:

A. Check the one box that applies to YOU.

I declare that I am the ☐ **Parent of the TOPS Applicant** or the ☐ **Court Ordered Custodian of the TOPS Applicant** (You must attach a copy of the court order) who is seeking a TOPS award and that the following facts and assertions are true and correct:

B. Enter your full name.

Name _____

C. Enter the TOPS Applicant's full name.

Name _____

BEFORE THE HURRICANE:

D. Check the box that apply to the TOPS Applicant and fill in the blanks.

On August 27, 2021

My home address was _____ (Street address), _____ (city), _____ (state), _____ (zip code).

The TOPS Applicant's address was _____ (Street address), _____ (city), _____ (state), _____ (zip code).

☐ **The TOPS Applicant was enrolled in** _____ (Name of high school) **located in** _____ **Parish; OR**

☐ **The TOPS Applicant was enrolled in a BESE approved home study program in** _____ **Parish.**

E. Check all that apply to you. If you check "YES" to question 2, 4, 6 or 8, you must attach a copy of the document listed after that item.

1. ☐ YES ☐ NO I am a registered voter.
2. ☐ YES ☐ NO I am currently registered to vote in Louisiana. **(Copy of voter registration card)**
3. ☐ YES ☐ NO I am licensed to drive a motor vehicle.
4. ☐ YES ☐ NO I currently hold a valid Louisiana driver's license. **(Copy of LA driver's license)**
5. ☐ YES ☐ NO I own a motor vehicle.
6. ☐ YES ☐ NO My vehicle is currently registered in Louisiana. **(Copy of automobile registration)**
7. ☐ YES ☐ NO I have earned taxable income.
8. ☐ YES ☐ NO I filed a Louisiana income tax return for tax year 2021. **(Copy of Louisiana income tax return for tax year 2021.)**

F. Prior to the date checked in Section D, I had been a legal resident of Louisiana since _____ (month) _____ (day), _____ (year).

AFTER THE HURRICANE:

G. ☐ **The TOPS Applicant graduated from** _____ **high school in** _____ (city), _____ (state) **on** _____ (month) _____ (day), _____ (year).

☐ **The TOPS Applicant completed the 12th grade level of a BESE approved home study program on** _____ (month) _____ (day), _____ (year).

H. My Current Mailing Address is _____

My Current Daytime Phone Number is (_____)_____ My Current Evening Phone Number is (_____)_____

My Current E-mail Address is _____

Louisiana's Taylor Opportunity Program for Students (TOPS)

I. In the presence of a Notary Public, complete and sign this affidavit attesting to the foregoing and enter the date.

Sworn Statement: "I make this sworn statement, under penalty of law, for the express purpose of qualifying myself, my child or my ward for a TOPS award. By signing this form, I do hereby declare that I have personally completed this form and that all information entered on and included with this affidavit of residency is true and correct and that I understand that if I purposely give false or misleading information, I may be fined, sent to prison or both.

Thus done and passed in _____, _____, this _____ day of _____, _____.
(city) (state)

Affiant: _____
(Legal Signature)

SWORN TO AND SUBSCRIBED before me, the undersigned, Notary, this _____ day of _____, _____.

_____
NOTARY PUBLIC

For the Parish/County of _____ In the State of _____

Louisiana's Taylor Opportunity Program for Students (TOPS)

"Displaced students" who did **not live in Louisiana and did not attend ALL of the twelfth grade in an eligible Louisiana High School** may be eligible for a TOPS award if a parent or court ordered custodian was a Louisiana resident as defined by the TOPS statute for at least one year before the designated date for the specified natural disaster occurred.

WHO ARE DISPLACED STUDENTS?

Displaced Students are:

(a) students enrolled in an eligible Louisiana high school in a designated parish on the designated date, but who were not enrolled in an eligible Louisiana high school during all of the 2021-2022 high school year, or

(b) students who were residing in one of the designated parishes on the designated dates and enrolled in a home study program approved by the State Board of Elementary and Secondary Education (BESE).

The appropriate storm and date for displaced students is as follows:

- Ida - On August 27, 2021, the TOPS Applicant was enrolled in an eligible Louisiana high school located in Jefferson, Lafourche, Livingston, Plaquemines, St. Charles, St. Helena, St. James, St. John the Baptist, Tangipahoa; OR
- Ida - On August 27, 2021, the TOPS Applicant was enrolled in a BESE approved home study program and resided in Jefferson, Lafourche, Livingston, Plaquemines, St. Charles, St. Helena, St. James, St. John the Baptist, Tangipahoa.

INSTRUCTIONS FOR COMPLETING AFFIDAVIT OF RESIDENCY BY SECTION

Please complete the affidavit and sign it in blue or black ink before a Notary Public.

A. The parent or the court ordered custodian of a dependent TOPS Applicant must complete this form. A person claiming to be the court ordered custodian of a student must submit a copy of the court document that establishes custody.

B. Enter the name of the parent or the court ordered custodian.

C. Enter the name of the TOPS Applicant.

D. Enter the street address of the parent or court ordered custodian on the date checked (this may be different than your current address). Enter the TOPS Applicant's actual home street address on the date checked. Check whether the TOPS Applicant was enrolled in high school or a BESE approved home study program on the date checked and fill in the appropriate blanks.

E. Check **all** boxes either yes or no as they apply to the parent or court ordered custodian completing the affidavit. If you check "YES" to question 2, 4, 6 or 8, you must attach a copy of the document listed after that item. At least one of the documents must show an issue date at least one year prior to August 27, 2021 (for a parent or court ordered custodian of TOPS Applicants displaced by Hurricane Ida). If none of the documents show an issue date prior to appropriate date, other documents may be acceptable to fulfill this requirement. Please email custserv@la.gov, for guidance. If your documentation needed to establish residency has been lost or destroyed due to Hurricane Ida, you should contact the following:

2. Voter Registration Card:
   The Louisiana Registrar of Voters will provide information on how to obtain copies of your voter registration card. Call 800-883-2805 or visit the Louisiana Secretary of State's website at www.sos.la.gov.
4. Louisiana Driver's License:
   The Louisiana Department of Motor Vehicles will provide information on how to obtain copies of your Louisiana Driver's License. Call 877-368-5463 or visit www.expresslane.org.
6. Vehicle Registration:
   The Louisiana Department of Motor Vehicles will provide information on how to obtain copies of your Louisiana vehicle registration. Call 877-368-5463 or visit www.expresslane.org.
8. Louisiana Income Tax Return:
   The Louisiana Department of Revenue will provide information on how to obtain copies of your state tax return. Call 225-219-0102 or visit http://www.rev.state.la.us.

F. To be a legal resident of Louisiana, you must live in Louisiana and you must intend for Louisiana to be your home state. Your intent is evidenced by your registration to vote, obtaining a driver's license, registering your car and paying income taxes in Louisiana. Provide the date you last established Louisiana residency. For instance, if you were born in Louisiana on January 31, 1975, then moved to Georgia in 1998 and returned to make Louisiana your legal residence on July 1, 2019 you would enter July 1, 2019.

G. Check whether the student graduated from high school or completed a BESE approved home study program at the 12th grade level and fill in the blanks as appropriate.

H. You must provide the address and telephone number(s) for where you are living when you fill out the affidavit. Please include your e-mail address if you have one. This information is essential to processing the TOPS Applicant's application. It does not matter that you are currently living outside Louisiana.

I. You must sign the affidavit in front of a person who is a Notary in the state where you complete the affidavit.

Louisiana's Taylor Opportunity Program for Students (TOPS)

Send the Affidavit of Residency with all supporting documents to:

Office of Student Financial Assistance
Scholarship and Grant Division
PO Box 91202
Baton Rouge, LA 70821-9202