



# Homeless Status

Office of Student and Family Support and Engagement  
International Admissions and Enrollment  
MONTGOMERY COUNTY PUBLIC SCHOOLS  
4910 Macon Road, Rockville, Maryland 20852

**MCPS Form 335-77**  
**December 2017**  
**Page 1 of 2**

**This form must be completed every school year. See [MCPS Regulation JEA-RD, Enrollment of Homeless Student](#)**

**SECTION 1—To be completed by Parent/Guardian/Eligible Student. If student is an Unaccompanied Homeless Youth, please see instructions on Page 2 of this form before completing Page 1.**

This is to record that the following student is currently homeless and is eligible to attend Montgomery County Public Schools (MCPS).

Name of Student \_\_\_\_\_ MCPS Student ID (if applicable) \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Current Grade \_\_\_\_\_

Name of Parent/Guardian \_\_\_\_\_

Last school attended \_\_\_\_\_ Last date of attendance \_\_\_\_/\_\_\_\_/\_\_\_\_

Last permanent address \_\_\_\_\_

Nighttime/Temporary address \_\_\_\_\_

Length of time at above address \_\_\_\_\_ Telephone (home or contact) \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_

Homeless students lack a fixed, regular, and adequate nighttime residence, whether or not the temporary housing is located in Montgomery County, and who are otherwise eligible for educational services from MCPS.

Check the following condition(s) that describes the homeless student's living situation as a result of being homeless.

- Sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason
- Living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative, adequate accommodations;
- Living in an emergency shelter or transitional housing (time limited housing programs which provide supportive services);
- Abandoned in a hospital; **or**
- Runaway living in shelters or other inadequate accommodations.
- The student has a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings
- The student is living in a car, park, public space, abandoned building, substandard housing, bus, or train station, or similar setting
- The student is migratory as defined under federal law who qualify as homeless because they are living in circumstances described above.

Requested school (please check one)

- School the student attended prior to becoming homeless \_\_\_\_\_
- School serving the location where the student is temporarily living \_\_\_\_\_
- MCPS provided me with written notice of my rights under the *McKinney-Vento Homeless Assistance Act*.

\_\_\_\_\_  
*Signature, Parent/Guardian/Eligible Student/MCPS Homeless Liaison*

\_\_\_\_/\_\_\_\_/\_\_\_\_  
*Date*

**SECTION 2—To Be Completed by MCPS Personnel**

- Transportation arranged **Note:** Free or Reduced-price meals will be ordered by the MCPS Homeless Liaison.
- Student is eligible for Special Education Services, PPW contacted  Student is eligible for ESOL Services, ESOL office contacted
- Student is eligible for other services \_\_\_\_\_ Office contacted: \_\_\_\_\_

School of origin \_\_\_\_\_ School serving temporary residence \_\_\_\_\_

Recommended school \_\_\_\_\_

Recommended by (please print name) \_\_\_\_\_

\_\_\_\_\_  
*Signature, Principal/Designee, or MCPS Homeless Liaison*

\_\_\_\_\_  
*Title*

\_\_\_\_/\_\_\_\_/\_\_\_\_  
*Date*

**SECTION 3—To Be Completed by Parent/Guardian**

- I agree with the above recommendation and determination that the recommended school is in the student's best interest.
- I disagree with the above recommendation and have been provided with information about how to appeal the decision. The student has the right to be enrolled in the school I have requested as long as my appeal is pending.
- I understand that this placement is for 1 school year, and that the student's homeless status will be reviewed annually, at least 2 weeks prior to the start of each school year.

\_\_\_\_\_  
*Signature, Parent/Guardian/Eligible Student*

\_\_\_\_/\_\_\_\_/\_\_\_\_  
*Date*

### Additional Information for Unaccompanied Homeless Youth

This form is intended to address the *McKinney-Vento Homeless Assistance Act* (P.L. 107-110) requirement that homeless children have access to education and other services for which they are eligible. The *McKinney-Vento Homeless Assistance Act* states specially that barriers to enrollment must be removed. In some cases, a student who is homeless may not be able to reside with a parent or guardian; however, this fact does not nullify the child's/youth's right to receive a free, appropriate public education.

#### Instructions:

Complete Page 1 and Page 2 of this form for a homeless student presenting for enrollment while not in the physical custody of a parent or guardian.

1. Does the homeless student have a Caregiver who is 18 years of age or older, and has agreed to fulfill the role of Caregiver to the student?

Yes (If yes, proceed to 2)     No (If no, the MCPS Homeless Liaison will review and sign this form )

2. If student has a Caregiver as defined above

Caregiver Name \_\_\_\_\_

Caregiver Address \_\_\_\_\_

Caregiver Phone # 1 \_\_\_\_-\_\_\_\_-\_\_\_\_ Phone # 2 \_\_\_\_-\_\_\_\_-\_\_\_\_

Caregiver Identification Provided \_\_\_\_\_

3. Caregiver/MCPS Homeless Liaison, on behalf of the unaccompanied homeless youth, agrees to:

Sign for school absences

Sign for participation in extracurricular activities, school field trips.

Consent to medical services necessary for enrollment, e.g. immunizations, etc.

4. Attempts have been made to contact the parent/guardian of this unaccompanied homeless youth student:  
(please describe in detail)

Signature, Caregiver/MCPS Homeless Liaison \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_