

Canyons School District
Department of Planning and Enrollment

**Canyons Procedures for Obtaining Guardianship
Court Appointed Guardianship
(Utah Code 53A-2-205)**

Under the age of 18, a student's residency is where the parent resides. If the parent resides outside of the State of Utah, the student is not considered a resident of Utah and is not allowed to attend school in the public education system unless a guardian is appointed by the court.

Canyons School District requires applicants to provide the following information when applying for Court Appointed Guardianship.

Guardianship Court Documents: All required *court documents* for guardianship are located online at www.utcourts.gov. Follow the step-by-step instructions on the web site and the appropriate documents will be generated.

Affidavit of Waiver: The Third District Court requires all court documents necessary for Guardianship. This includes the "Affidavit of Waiver by School District" which must be signed and notarized by the Canyons School District, to approve your hearing date. Please bring this to the Department of Planning and Enrollment with the required completed documents listed below.

District Check List: The following list of required documents must be received by the Department of Planning and Enrollment before Canyons School District will sign and notarize the "Affidavit of Waiver by School District", which is necessary for the court:

For District:

*Completed Background Check (12 or over) if not currently attending district.
Affidavit of Waiver by the School District*

For School:

*Immunization Records
Birth Certificate
School Transcripts*

Court Filing: Return the *filing receipt*, showing the court date and probate/case number and all documents listed above to the Department of Planning and Enrollment for processing.

Authorization to Enroll: Temporary approval for school enrollment for a non-resident student can be given once the documentary evidence, requested above, has been completed; and a guardianship request has been filed with the Third District Court and a court case number and hearing date is given.

The guardianship process is not complete until the Department of Planning and Enrollment has received a copy of the final appointment of guardianship signed by the judge. If the final court document is not provided within thirty days, the student's enrollment will be revoked.