(School Letterhead)

BIRTH CERTIFICATE NOT RETAINED

The Michigan Missing Children’s Act, MCL 380.1135 of the Revised School Code, requires a person enrolling a pupil in school to provide a certified copy of the pupil’s birth certificate, or other reliable proof (per district policy) of the pupil’s identity along with a notarized affidavit explaining the reasons for the inability to provide a certified copy of the student’s birth certificate.

I attest that the following acceptable proof has been verified:

Copy of ***certified*** birth certificate

OR

acceptable documentation *(in lieu of birth certificate)* AND notarized affidavit

Pupil’s name exactly as it appears on birth certificate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pupil’s date of birth as it appears on birth certificate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |

*I certify that this is a true and accurate account of the above described documentation.*

Authorized Representative’s Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title of Authorized Representative:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_