

ESTABLISHING STUDENT RESIDENCY

1. **Must present a certified or registered birth certificate for the student at the time of enrollment along with their Social Security number.**

2. **Category I: (One (1) document required)**
 - Most recent tax bill and proof of payment i.e. canceled check
 - Mortgage papers (homeowners)
 - Closing papers on a recently purchased house
 - Signed and dated lease and proof of last month's payment i.e. canceled check

AND

3. **Category II: (One (1) document showing proper address is required)**
 - Current driver's license or state identification card
 - Current vehicle registration
 - Current public aid card with student's name

AND

4. **Category III: (One (1) document showing proper address is required)**
 - Most recent (within 60 days) utility bill
(For example: gas, electric, cable television, trash, water bill (No cell phones))
 - Registration packet that has been mailed to your residence over the Summer for the year 2016

Anyone with a Custody Order Seeking to Enroll a Student

Present court order, agreement, judgment, or decree that awards or gives custody of the student to any person (including divorce decrees awarding custody to one or both parents).

Non-Parent Seeking to Enroll a Student

Must complete and sign ***Evidence of Non-Parent's Custody, Control, and Responsibility of a Student*** form, along with district approval. (This must be done on a yearly basis).

IMPORTANT

The School District reserves the right to evaluate the evidence presented, and merely presenting the items listed in this Procedure does not guarantee admission.

WARNING

If a student is determined to be a nonresident of the District for whom tuition must be charged, the persons enrolling the student are liable for non-resident tuition from the date the student began attending a District school as a non-resident.

A person who knowingly enrolls or attempts to enroll in this School District on a tuition-free basis a student known by that person to be a nonresident of the District is guilty of a Class C misdemeanor, except in very limited situations as defined in State law (105 ILCS 5/10-20.12b(e)).

A person who knowingly or willfully presents to the School District any false information regarding the residency of a student for the purpose of enabling that student to attend any school in that District without the payment of a nonresident tuition charge is guilty of a Class C misdemeanor (105 ILCS 5/10-20.12b(f)).