

ITEMS NEEDED FOR ENROLLMENT

This list should also be used when residency of a current student is in question.

1. Must present a certified or registered birth certificate for the student at the time of enrollment
2. Must provide a Photo ID of the parent or guardian present and enrolling the student
3. Must present proof of residency within the District by providing the required number of documents from each of the following categories:

Category 1 (one document required)

- Most recent property tax bill and proof of payment, e.g., canceled check of Form 1098 (homeowners)
 - Mortgage papers (homeowners)
 - Signed and dated lease and proof of last month's payment, e.g., canceled check or receipts (renters)
 - Letter from manager and proof of last month's payment, e.g., canceled check or receipt)
 - Letter of residence form landlord in lieu of lease
 - Letter of residence to be used when the person seeking to enroll a student is living with a district resident
- *Please consult with Bryan Gorman at the Administrative Center, ext 50610 for residency approval.

Category II (two documents showing proper address are required)

- Driver's license
- Vehicle registration
- Voter registration
- Most recent cable television and/or credit card bill
- Current bank statement
- Current public aid card
- Current homeowners/renters insurance policy and premium payment receipt
- Most recent gas, electric and/or water bill
- Current library card
- Receipt for moving van rental

The school district reserves the right to evaluate the evidence presented; presenting the items listed in this procedure does not guarantee admission. No general mail will be accepted for registration.

Anyone with a Custody Order Seeking to Enroll a Student

Must 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.

WARNING

If a student is determined to be a non-resident of the District for whom tuition must be charged, the person(s) enrolling the student is 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 non-resident 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 the District without the payment of a non-resident tuition charge is guilty of a Class C misdemeanor (105 ILCS 5/10-20.12b(f)).