January 2022 7:60-AP2, E2

# Students

## Exhibit - Letter of Residence to Be Used When the Person Seeking to Enroll a Student Is Living with a District Resident

A person seeking to enroll a child should use this form as evidence of residency when he or she cannot produce a lease, purchase property agreement, or other similar document – other documents will also be required to establish residency. The School District reserves the right to evaluate the evidence presented; completing this form does not guarantee admission.

**To be completed by the individual enrolling the child and returned to the Principal. Please print.**

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Child |  | School |
|  |  |  |
| Individual enrolling the child |  | Phone |
|  |  |  |
| Relationship to the child |  | Email |
|  |  |  |  |  |
| Residence street address |  | City |  | Zip code |
|  |  |  |
| Signature of the individual enrolling the student  |  | Date |

**To be completed and signed by the individual who is responsible for the residence. Please print.**

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Name of the individual who is responsible for the residence |  | Phone |
| I am responsible for this residence by [ ]  ownership, [ ]  lease, or [ ]  other |  |
| Total number of: Persons living at this residence Rooms in residence Bedrooms  |
| State the reasons for this living arrangement, including your relationship to the individual enrolling the child (*attach an additional statement to this form if needed*): |
|  |  |  |
| **I certify that this information is true and that the individuals named above are living in my residence.** |
|  |  |  |
| Signature of the individual who is responsible for the residence |  | Date |

**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 nonresident tuition from the date the student began attending a District school as a nonresident.

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).