

**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		_____ Home Telephone	
_____ Relationship to the child			
_____ 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		_____ Telephone	
I am responsible for this residence by <input type="checkbox"/> ownership, <input type="checkbox"/> lease, or <input type="checkbox"/> 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:			
_____			

**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	
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**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)).

Revised: January 2007  
May 2009

