

**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; and may require the owner of the property to submit additional documentation: 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  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:

**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)).