

**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  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 \_\_\_\_\_

Subscribed and sworn to before me this \_\_ day of \_\_\_\_\_ 20\_\_ \_\_\_\_\_  
Notary Public

**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)).