

GENOA-KINGSTON COMMUNITY UNIT SCHOOL DISTRICT #424

980 PARK AVENUE GENOA, IL 60135

PHONE (815) 784-6222 District Fax (815) 784-6059

RESIDENCY VERIFICATION and DOCUMENTATION CHECKLIST

SCHOOL YEAR: _____

To be completed by Parent, Guardian or other Adult.

Name of Student: _____ Grade: _____

Name of Student: _____ Grade: _____

Name of Student: _____ Grade: _____

Name of Parent/Guardian or Other Adult: _____

Address: (P.O. numbers not acceptable) _____

Primary Telephone Number: _____

Initial here

I hereby certify that the information given above is a true and correct statement of my legal residence. **I understand it is a class C misdemeanor crime for any person to knowingly enroll or attempt to enroll in a school district a student known to be a non-resident of that district, unless there is another lawful basis for the student's enrollment. False enrollment(s) are subject to daily tuition cost reimbursement to District #424. It also is a class C misdemeanor offense for any person to knowingly and willfully provide false information for purposes of enrolling a student in a school district on a tuition free basis. I understand a child admitted under false information is not legally enrolled and is subject to penalty pursuant to 105 ILCS 5/10-20.12b.** Should my legal residence change while the above listed student is enrolled in District #424 I will promptly notify the appropriate District officials. Further, I understand a student(s) is not legally enrolled until this form is completed and signed by the parent, guardian or other adult with whom the child is living.

(Signature of Parent/Guardian/Other Adult)

(Signature of Landlord/Homeowner)

Date

Please mark which the following documentation that you will be providing and a district #424 representative will verify your information.

I. Documents provided by Parent/Guardian/Other Adult/Student

Category A: Proof address is within district boundaries (Choose One Such as)

_____ Current Lease(**)-must be dated during school year of registration. Lease must be signed by the parent or guardian of student including landlord's name and phone number.

** **(IMPORTANT: A lease/rental agreement/mortgage, etc., NOT containing the same name of the parent/guardian of the student will require an additional step of obtaining a notarized letter that specifies the owner/landlord's name, family members living in the home, and indicating that said Parent/Guardian/family is living with or renting the provided address that is in the owner/landlord's name. This letter must contain a State of Illinois notary stamp and signature. Notarization can be obtained at a local bank or in the District office for your convenience. Owner/landlord and parent/guardian and landlord/homeowner must be present to sign. The same information needs to be provided for a multi-family residence as indicated in Category C.)**

_____ Current Year Tax Bill/Housing letter (military personnel) **AND**

Category B: Proof of residence at this address. All utilities must state the same service address and mailing address. (Choose Two Such as)

_____ Electric Bill

_____ Gas Bill

_____ Unexpired Driver's License or State I.D.

_____ Water Bill

_____ Refuse Bill

Category C: If this is a multi-family residence, the landlord / homeowner must sign this form below, and provide the notarized letter as mentioned above.

Landlord / Homeowner: Print Name

Signature

Date

II. Student is living with legal guardian and a certified copy of the Court Decree, or petition if pending, was received declaring the District resident to be the legal guardian of the student and further declaring that the guardianship was formed for a purpose other than establishing residency for District attendance purposes.

III. Student is considered "homeless" as defined by the McKinney-Vento Homeless Education Act 42 U.S.C. 11435. Parent/guardian **must** fill out McKinney-Vento Student Residency Form as required by State Law.