

# HIGHLAND COMMUNITY UNIT SCHOOL DISTRICT NO. 5

Serving the Communities of Alhambra, Grantfork, Highland, New Douglas, and Pierron

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SUPERINTENDENT OF SCHOOLS



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BUSINESS MANAGER

## 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 _____
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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 _____
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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 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).