



# COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15

580 N. 1st Bank Drive | Palatine IL 60067 | 847-963-3000

## RESIDENCY

Pursuant to the laws of the State of Illinois and the policies of the Board of Education, Community Consolidated School District 15 has retained a third party to review the residency status of families attending the schools in the district and, when necessary, verify the residency status of such families to determine if they are proper attendees of District 15 schools.

If there is a determination that a nonresident student is attending a District 15 school, the Board shall notify the parent/guardian of the student of the tuition amount that is due and immediately begin proceedings to ban the student from future attendance in accordance with the Illinois School Code, specifically [105 ILCS 5/10-20.12b](#).

**Residency shall be verified upon receipt of the following information:**

Student's Name:		Date of Birth:	____/____/____
Student's Address:			

### PART A

**STEP 1: Residency Verification.** Do you: (SELECT ONE)

<input type="checkbox"/> Own your own home   Es dueño de casa	<input type="checkbox"/> Rent   Renta	<input type="checkbox"/> Other   Otro
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You must provide documentation showing you live at the address listed. Please check and attach a copy of three (3) of the following documents. If you cannot produce all three (3) documents, skip to residency (Part B). **All documents must be current (within the last 30 days) and show your name and address.**

You must provide one (1) document from category A and two (2) documents from category B.

Category A - one (1) document	Category B - two (2) documents	
<input type="checkbox"/> Real estate tax bill <input type="checkbox"/> Signed lease <input type="checkbox"/> Mortgage document or payment book <input type="checkbox"/> Residency Attestation <input type="checkbox"/> Military housing letter <input type="checkbox"/> Section 8 letter <input type="checkbox"/> Other: _____	<input type="checkbox"/> Gas Bill <input type="checkbox"/> Electric bill <input type="checkbox"/> Water/Sewer bill <input type="checkbox"/> Phone bill <input type="checkbox"/> Cable bill <input type="checkbox"/> Credit card statement <input type="checkbox"/> Vehicle registration	<input type="checkbox"/> Public aid card <input type="checkbox"/> Food stamp card <input type="checkbox"/> Paycheck stub <input type="checkbox"/> City sticker receipt <input type="checkbox"/> Driver's license   State ID <input type="checkbox"/> Other: _____

\*Please contact the registrar if you are having trouble collecting all three documents. Skip Part B below if you have all three (3) documents.

## PART B

### STEP 1: Residency Verification

I am unable to provide three (3) of the above documents because: (check all that apply)

- ☐ Our family has not had a permanent residence since \_\_\_\_/\_\_\_\_/\_\_\_\_  
Address of last permanent residence: \_\_\_\_\_  
Last school attended: \_\_\_\_\_
- ☐ Disaster victim
- ☐ Sharing housing with others due to loss of housing, economic hardship, or similar reason
- ☐ Abandoned apartment/building
- ☐ Living at a train or bus station, park, or in a car
- ☐ Unaccompanied youth
- ☐ Living in shelter
- ☐ Living in a hotel, motel, campground, or other similar situation
- ☐ The child is temporarily housed, waiting DCFS permanent foster care placement
- ☐ Other: \_\_\_\_\_

\*Your child may qualify for additional services. Please ask the registrar for more information or contact the District's McKinney-Vento Liaison at 847-963-3152.

**STEP 2 is to be completed by families enrolling in District 15 for the first time. If the student is currently enrolled, proceed to STEP 3.**

### STEP 2: Relationship to Student

You must provide a certified, original birth certificate. A copy will be made and the original returned to you. If the birth certificate is not available at the time of registration, other proof the child's identity and date of birth is required along with a signed affidavit.

**Check one below:**

- ☐ I am the natural or adoptive parent listed on the birth certificate. (Please provide a custody agreement, if applicable.)
- ☐ Other: \_\_\_\_\_

### STEP 3: Affirmation and Warning

**Please read the following statements and initial each.**

<b>Initial Here</b> _____	I affirm that the information presented in this verification form, in connection with any investigation of my residency or the residency and custody of the student, is true, complete and accurate.
<b>Initial Here</b> _____	I understand that knowingly or willfully providing false information to a school district regarding the residency of a child for the purpose of enabling that child to attend any school in that district without the payment of nonresident tuition is a Class C misdemeanor.
<b>Initial Here</b> _____	I understand that knowingly enrolling or attempting to enroll a child in the school of a school district on a tuition-free basis when I know the child to be a nonresident of the school district, unless the nonresident child has a lawful right to attend, is a Class C misdemeanor and I will be liable for payment of tuition, fees, and all other applicable fines.

<b>Parent's Name: (print)</b>	
<b>Parent's Signature:</b>	