



2021-22 Residency Verification Checklist

Address City Zip

Parent/Guardian 1 Name Parent/Guardian 2 Name

List all students that reside at the above address and currently attend School District 15:

Student Name	Current School (2021-22)	Current Grade
_____	_____	_____
_____	_____	_____
_____	_____	_____

RESIDENCY DOCUMENTS—Parents/Guardians must provide documentation showing the family **PHYSICALLY RESIDES** at the address listed above. All documents must be current and show the family’s name and address. **SAVE TIME BY MAKING CLEAR COPIES OR PHOTOS OF THE DOCUMENTS BEFOREHAND THAT CAN BE PROVIDED TO D15 STAFF.** Any personal information (account numbers, etc.) that does not relate to proof of residency can be blocked out.

FALSIFYING INFORMATION REGARDING RESIDENCY IS A CLASS C MISDEMEANOR
SUBJECT TO UP TO 30 DAYS IN JAIL AND/OR A \$1,500 FINE (105 ILCS 5/10-20.12b & 730 ILCS 5/5-4.5-65)

A total of **THREE** documents must be provided:

Must provide ONE document from Category A

- **Homeowners:**
 - Most recent Property Tax Bill
 - Most recent Mortgage Statement
 - Real Estate Closing Document (for closing within last 60 days)
- **Renters:**
 - Signed Lease
 - Letter of Residence Affidavit
 - Section 8 letter

Must provide TWO documents from Category B (must be dated within the last 45 days)

- Cable TV or telephone bill (but not cell phone bill)
- Gas or electric bill
- Utility bill (city/village)
- Water bill
- Homeowner’s/renter’s insurance policy
- Bank statement or credit card statement
- Medicaid, LINK card, or Public Aid card
- Driver’s license

IF YOU CANNOT PRODUCE ALL REQUIRED DOCUMENTS: Please call the District 15 Educational Service Center at 847-963-3000 to setup an appointment to prove residency.

NOTE: Students experiencing homelessness may contact the District 15 McKinney-Vento Liaison at 847-963-3152.

IF YOU NEED HELP completing these forms, please call your school office for assistance.

District 15’s student enrollment process has three parts. **All three steps of the enrollment process must be completed prior to the start of the school year:** 1) [register](#) your child online; 2) [prove residency](#) in District 15, and 3) [pay student fees](#).