

ENROLLMENT & RESIDENCY VERIFICATION CHECKLIST

OAK PARK AND RIVER FOREST HIGH SCHOOL

201 NORTH SCOVILLE AVENUE • OAK PARK, IL 60302-2296

If you have any questions about either enrollment or residency verification or you feel that you cannot complete the online enrollment process or residency verification process due to special circumstances (e.g., temporary living arrangement due to loss of housing), please contact the Registrar's office at registrar@oprfs.org or (708)434-3262.

Student's Name: _____ **Student ID:** _____ **Date:** _____

(ONLY ONE FORM IS REQUIRED PER FAMILY)

___ **NEW STUDENT** ___ **RETURNING STUDENT**

1. Submitted Online Enrollment
2. Will the above student have any siblings **enrolled at OPRFHS next year?** Yes ___ No ___ Completed

Please list siblings below:

Online Enrollment?

Student's Name: _____ Grade: ___ ID# _____

Student's Name: _____ Grade: ___ ID# _____

Student's Name: _____ Grade: ___ ID# _____

3. **For incoming freshman and transfers only: Clear copy of student's Birth Certificate.** If a birth certificate is not available, other proof of the child's identity and date of birth is required.
4. **For incoming freshman and transfers only:** Illinois State Physical Exam (Email form separately to medicalforms@oprfs.org, submission deadline is October 15th)

****Please submit one (1) document from Category A, AND three (3) documents from Category B****

5. Category A – One (1) document required:
- Real estate tax bill
 - Signed, current lease (Expiration date: _____)
 - Mortgage document or statement
 - [Residency Attestation](#) (Please attach supporting documents listed at the bottom of the form)
 - Military Housing letter
 - Section 8 letter
 - Change of Address (New address: _____)

6. AND, Category B – Three (3) documents required:
- | | |
|----------------------------------------------|--------------------------------------------------------------------|
| <input type="radio"/> Gas bill | <input type="radio"/> Home/renters insurance policy |
| <input type="radio"/> Electric bill | <input type="radio"/> Medicaid card * |
| <input type="radio"/> Water/sewer bill | <input type="radio"/> Credit card statement |
| <input type="radio"/> Phone bill | <input type="radio"/> Paycheck stub |
| <input type="radio"/> Cable bill | <input type="radio"/> City sticker receipt * |
| <input type="radio"/> Vehicle registration * | <input type="radio"/> Driver's license/State ID * |
| <input type="radio"/> Auto insurance policy | <input type="radio"/> Additional documents <i>may</i> be required. |

****Please note that if you are submitting one (1) proof that does not have a current monthly date, but rather is issued on a yearly basis (i.e. Driver's license, State ID, City Sticker, Medicaid card, etc.), you will need to provide two (2) other proofs that do have a current monthly date, such as utility bills or statements.***

7. [Affidavit of Custody and Control or Proof of Guardianship](#), if the student is residing with an individual other than his/her parent. If you are submitting this form, please complete and sign both sides.

-----FOR OFFICE USE ONLY-----

Grade: _____ Student ID: _____ Counselor: _____ Verified by: _____