

Documents required from the Oak Park resident completing **Letter of Residence to be Used When Anyone Seeking to Enroll a Student Is Living With a District Resident:**

**Category I (one required): Must be in the name of the person you are staying with:**

Current lease and proof of current rent payment

Most recent property tax bill or Form 1098

Current mortgage statement

Closing documents

**Category II (any two required): At least 1 piece of major mail has to be in your name. Other documents can be in the person's name you are living with:**

Current utility bill (gas, electric, water)

Current renter's or homeowner's insurance policy

Current cable or internet bill

Current credit card bill

Illinois vehicle registration

Oak Park vehicle sticker receipt

Voter registration card

Current bank statement

Illinois driver's license or Illinois state ID

**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 Registrar's Office. Please print.**

Child	School	
Individual enrolling the child	Home Telephone	
Relationship to the child		
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	Telephone
I am responsible for this residence by <input type="checkbox"/> ownership, <input type="checkbox"/> lease, or <input type="checkbox"/> 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:	

**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 non-resident tuition from the date the student began attending a District school as a non-resident.

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)).