

7:60-AP2, E2 Exhibit - Letters of Residence

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 Harlem School District reserves the right to evaluate the evidence presented; completing this form does not guarantee admission.

To be completed and signed by the individual enrolling the student. Please print.

Name(s) of student(s) enrolling

Name of the individual enrolling the student

Home Telephone+

Current Residence Street Address

City

Zip Code

Previous Residence Street Address

City

Zip Code

1. Relationship to child: _____
2. Is your current address a temporary arrangement? [] YES [] NO
3. Is this temporary living arrangement due to loss of housing or financial problems? [] YES [] NO
4. Reason(s) _____

I certify that this information is true and that I reside with the District Resident named below.

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 Home Telephone

Residence street address City Zip Code

1. I am responsible for this residence by: [] Ownership [] Lease or [] Other
2. Relationship to the individual enrolling the child: _____
3. State the reasons for this living arrangement: _____
4. Total number of: Persons living at this residence: _____ Rooms in residence: _____ Bedrooms: _____

I certify that this information is true and that the individuals named above are living in my residence.

Signature of individual who is responsible for the residence Date

IMPORTANT: The School District reserves the right to evaluate the evidence presented, and merely presenting the items listed in this Procedure does not guarantee admission.

WARNING: To be initialed by individual enrolling the student and individual who is responsible for the residence.

____ / ____ Initials

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 the District school as a nonresident.

____ / ____ Initials

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)).

____ / ____ Initials

A person, parent/guardian who knowingly or willfully presents to the School District any false information regarding the residency of a student for the purpose of enabling the student to attend any school in charge that district without the payment of a nonresident tuition is guilty of a Class C misdemeanor ([105 ILCS 5/10-20.12b\(f\)](#)).

Office Use Only

☐ New Student

☐ Change of Address

School

Path: _____

☐ Returning Student

☐ Change of Guardian

IDT _____

CST _____

☐ Birth Certificate/Guardian Verified

☐ Foster Parent

Residency Information

Category A: _____ Category B: _____ Parent Category
B: _____

(Signature of District Representative – Required)

(Date)

Harlem School District 122