

# Elementary School District 102

Dear Property Owner:

A family that would like to register their child(ren) in LaGrange School District 102 has indicated that they live with you. In order to assist the family in establishing the residency requirements for attendance in our schools, we ask that you complete the attached form in person on residency days and accompany the family when they submit paperwork. We also ask you to notify the District if the family vacates the property or moves from the residence. You may do so by contacting the superintendent's office at (708) 482-2400. Please note that the District may conduct periodic home visits, check public databases and use other surveillance methods to verify the residency arrangement.

Under the School Code of Illinois, it is a Class C misdemeanor for any party to knowingly or willfully present to any school district any false information regarding the residency of a child for the purpose of enabling the child to attend a school in the district without payment of a non-resident tuition charge.

Thank you for your assistance with this matter.

Sincerely,

Kyle A. Schumacher, Ed.D.  
Superintendent of Schools

# Elementary School District 102

## SCHOOL DISTRICT 102 LETTER OF RESIDENCE FORM

### PART I - TO BE COMPLETED BY THE PERSON SEEKING TO ENROLL A STUDENT (DISTRICT RESIDENT MUST BE PRESENT AT TIME OF REGISTRATION)

I, \_\_\_\_\_, hereby state that I live at  
(parent/guardian)

\_\_\_\_\_ since moving from  
(street address and village)

\_\_\_\_\_ (street address, village and state)

I live with \_\_\_\_\_ for the following reasons:  
(district resident)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I cannot provide a lease, property purchase agreement, property tax bill or utility bills.

#### **WARNING AND AFFIRMATION** \_\_\_\_\_ please initial stating you have read and agree to the following

The school district reserves the right to evaluate the evidence presented and merely completing this form or providing other documentation does not guarantee enrollment.

It is a crime under Illinois law, punishable by imprisonment and fine, to knowingly or willfully present any false information regarding the residency of a student for purposes of enabling that student to attend on a tuition-free basis or to knowingly enroll or attempt to enroll a student on a tuition-free basis when the student is known to be a non-resident of the district. I understand that if School District 102 determines that my student is not a resident of the District, my children will be removed from school and I will be responsible for payment of any tuition owed. If the District determines that I have provided false information about my residency, the District will seek prosecution to the full extent of the law and may initiate a civil lawsuit against me.

\_\_\_\_\_  
Printed name of parent/guardian

\_\_\_\_\_  
Signature of parent/guardian

Dated: \_\_\_\_\_

# Elementary School District 102

## PART II - TO BE COMPLETED BY DISTRICT RESIDENT (DISTRICT RESIDENT MUST BE PRESENT AT TIME OF REGISTRATION)

I, \_\_\_\_\_, hereby state that I live at  
(district resident)

\_\_\_\_\_ and that  
(street address and village)

\_\_\_\_\_ and \_\_\_\_\_  
(parent/guardian) (students)

have lived with me since \_\_\_\_\_ for the following reasons:  
(date)

\_\_\_\_\_  
\_\_\_\_\_

Attached are the following documents to prove District 102 residency:

### Category A - Submit one item with your name and current address on it.

- \_\_\_ The most recent real estate tax bill for my residence showing me as the taxpayer. If tax bill is not in your name, submit a mortgage statement or lease
- \_\_\_ A closing statement for the purchase of my residence
- \_\_\_ Complete signed, current lease for my residence, which includes landlord's name, address and phone number and proof of last month's rent payment (cancelled check, money order or receipt for cash). My residence is:  
\_\_\_ a single family home      \_\_\_ an apartment      \_\_\_ a townhouse/condo unit

### Category B - You must provide at least two original documents with your name and address listed and dated within the last 30 days

- \_\_\_ Gas or electric bill
- \_\_\_ Telephone or cable service bill
- \_\_\_ Pay stub from employer
- \_\_\_ Public Aid Card
- \_\_\_ Voter registration card
- \_\_\_ Home/apartment insurance certificate
- \_\_\_ State of Illinois automobile registration
- \_\_\_ Receipt for city vehicle sticker

### Category C- Submit one state or government issued photo identification with your name and current address on it.

- \_\_\_ Driver's License – displaying current, in-district address or confirmation of changed address from DMV
- \_\_\_ State issued I.D. – displaying current, in-district address
- \_\_\_ Government issued photo I.D.

### WARNING AND AFFIRMATION \_\_\_\_\_ please initial stating you have read and agree to the following

I understand that it is a crime under Illinois law, punishable by imprisonment and fine, to knowingly or willfully present any false information regarding the residency of a student for purposes of enabling that student to attend on a tuition-free basis. If the District determines that I have provided false information, the District will seek prosecution to the full extent of the law and may initiate a civil lawsuit against me.

I affirm that I am a resident of this district and that the information presented in this affidavit and in connection with any investigation of my residency or the residency of the students is true, complete and accurate.

\_\_\_\_\_  
Printed name of district resident

\_\_\_\_\_  
Signature of district resident

Dated: \_\_\_\_\_