

Pennoyer School District 79

Form 2B: Residency Forms for Families Sharing a Residence

(Rent without lease or live with a district residence)**Parent/Guardian Completes This Form**

This form is to be completed **each year** by the adult with custody of a student(s) wishing to enroll in Pennoyer School District 79. Completing this form does not establish residency. The District may investigate residency status, including through a home visit and additional documentation, before allowing enrollment. Enrollment is not complete until residency is confirmed.

Student Name(s)	Date of Birth	Grade in 2021-2022

Step 1: Relationship to Student(s) and Proof of Identity**Only natural or adoptive parent can register student(s).**

- ☐ Are parents divorced or separated? ☐ No ☐ Yes

If Yes, who is the custodial parent? _____

- ☐ Court ordered permanent guardian (Example: Grandparent, Aunt, Uncle etc)

(Provide copy of Court Order)

Reason for court ordered guardianship: _____

- ☐ Statutory short-term guardian **(Provide copy of Appointment)**

Date of appointment: _____ **(NOTE: Permanent guardianship must be ordered within 60 days of short-term order)**

Reason for short-term guardianship: _____

- ☐ Adult caretaker receiving aid under the Illinois Public Aid Code

Reason for student living with caretaker: _____

- ☐ Other adult who has assumed and exercises legal responsibility over the student

(NOTE: You must complete an Affidavit for Non-Parent/Non-Legal Guardian with whom Student Resides. Please contact the District office for the form.)

- ☐ Foster parent with whom the student(s) was placed by the Department of Children and Family Services

Reason for student enrolling in the District (check all that apply)

___ Foster parent resides in the District

___ Other child care facility where the student resides is located in the District

___ DCFS determined it is in the student's best interest to maintain attendance in the District

___ Other: _____

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Parent/Guardian Completes This Form

Family Name _____

Pennoyer School District 79 understands that you have indicated that you and the listed student(s) reside on a fixed, regular, nighttime basis with a resident of the District and cannot provide mortgage, lease, rental, or other similar documentation to establish residency in the District. In order to establish the student's residency for attendance in our schools, you must complete this form **each year** and return it to the District. Completing this form does not establish residency. The District may investigate residency status, including through a home visit and additional documentation, before allowing enrollment. Enrollment is not complete until residency is confirmed.

Note that you are **required** to notify the District if you and/or the listed student(s) move from the address identified in this form at any time. You may do so by contacting the District at 708-456-9094.

Parent/Guardian Name: _____

Parent/Guardian Address: _____

Check the box that best describes your living situation:

- ☐ Stay in home owned or rented by third person
- ☐ I have lacked a fixed, regular, adequate residence since ____/____/____

(NOTE: if you check this option you do not need not complete the remainder of Step 3. You must complete forms to determine if the student is a McKinney-Vento eligible student. Please contact the District office to obtain these forms.)

☐ Other (describe): _____

Step 2: General Questions

What is the address of the home in which you and the listed student(s) reside?

When did you and the listed student(s) move into the home? _____

Why did you and the listed student(s) move into the home?

Do you or the listed student(s) contribute to rent or utility bills for the home? _____

Is the living situation intended to be fixed and regular or temporary? _____

Do you or the listed student(s) ever stay elsewhere than the home? For purposes of answering this question, you need not consider sporadic social activities such as sleepovers. _____

Do you or the listed student(s) regularly/repeatedly spend time at any home other than the home? For purposes of answering this question, you need not consider sporadic social activities such as playdates or visits with family that are not regular in occurrence. _____

Note: Based on your answers on this form, you may be required to complete an additional affidavit.

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Family Name _____

Step 3: Residency Documentation

You must provide documentation showing you reside on a regular, fixed, nighttime basis at the address provided. *All documents must be current (within the last 30 days) and show your name and address.* Check the boxes for the documentation you are providing and include the documentation with this completed form. To guard your security, please block out account and social security numbers on the documents before you present them. Please contact the registration staff if you are having trouble collecting required documents.

Category A – provide at least one (1) Must be current	Category B- provide at least one (1) Must be current
<input type="checkbox"/> Gas bill <input type="checkbox"/> Electric bill <input type="checkbox"/> Water/sewer bill <input type="checkbox"/> Public aid card <input type="checkbox"/> Medicaid card <input type="checkbox"/> Cable Bill <input type="checkbox"/> Bank or Credit Card Statement <input type="checkbox"/> Home/Renters Insurance Bill <input type="checkbox"/> Car Registration	<input type="checkbox"/> Illinois Driver's License <input type="checkbox"/> Illinois State ID <input type="checkbox"/> Consulate Card

Step 4: Affirmation and Warning (Must be completed in the presence of a District employee)

Please read the following statements, **initial each**, and sign below:

_____ I affirm that the information presented in this verification form, and that is or will be presented in connection with any investigation of my residency or the residency and custody of the student(s), is true, complete, and accurate.

_____ I understand that knowingly or willfully providing false information to a School District regarding the residency of a child for the purpose of enabling that child to attend any school in that District without the payment of nonresident tuition is a Class C misdemeanor.

_____ I understand that knowingly enrolling or attempting to enroll a child in the school of a School District on a tuition-free basis when I know the child to be a nonresident of the School District, unless the nonresident child has a lawful right to attend, is a Class C misdemeanor and I will be liable for payment of tuition, fees, and all other applicable fines.

_____/_____/_____
Date

Person Enrolling Student (Signature)

Person Enrolling Student (Print Name)

District Employee (Signature)

District Employee (Print Name)