

PROOF OF RESIDENCY REQUIREMENTS

Warren Township High School reserves the right to investigate and verify all residency issues at any time. We will actively enforce the state law associated with fraudulent registration to include payment of tuition. Registration of a student who is not a legal resident is a fraudulent act (Class C misdemeanor). Any student found to have been fraudulently registered will be dropped from Warren Township High School. Anyone making a fraudulent registration will be subject to the payment of retroactive tuition charged for non-resident students in accordance with the regulations of the Illinois School Code, not to exceed 110% of the per capita cost and referral to local authorities. In completing the registration process, you are acknowledging your understanding of the residency requirements and the penalty for fraudulent registration.

ALL STUDENTS WILL BE REQUIRED TO SHOW VALID PROOF OF RESIDENCY UPON INITIAL REGISTRATION WITH THE DISTRICT. If you fail to provide a valid proof of residency, you will not be allowed to continue the registration process. Upon registration, should you move out of the district prior to the first day of student attendance, you will be considered a non-resident and your registration will be revoked. Please read the information below so you know what to provide the districts to meet the residency requirements:

ALL DISTRICT FAMILIES MAY BE ASKED TO PROVIDE PROOF OF RESIDENCY AT ANY TIME WHILE ENROLLED IN DISTRICT 121.

Actor	Requirements and Actions that Must Be Completed
Anyone Seeking to Enroll a Student	<p>Must present a certified or registered birth certificate for the student upon initial registration with the district.</p> <p>Must present proof of residency within the District by providing the required number of documents from each of the following categories:</p> <p>Category I (One document required)</p> <ul style="list-style-type: none"> ● Most recent property tax bill ● Mortgage papers (homeowners) or monthly statement ● Signed and dated lease (renters) ● Signed and dated lease or proof of ownership of mobile home (Landlord Affidavit) ● Letter of residency from landlord in lieu of lease (7:60-AP2, E1) (Landlord Affidavit) ● Letter of residence to be used when the person seeking to enroll a student is living with a District resident (7:60-AP2, E2) (Residency Affidavit) <p>Category II (Two documents showing proper address are required)</p> <ul style="list-style-type: none"> ● Driver's license or state issued identification card ● Most recent gas, electric, water, garbage, and/or cable bill ● Current homeowners/renters insurance policy and premium payment receipt ● Vehicle registration ● Voter registration ● Current public aid card or current letter from DHS, SNAP, TANF, or Medicaid confirming benefits <p>Military Personnel Enrolling a Student for the First Time in the District</p> <p>Must provide one of the following within 60 days after the date of student's initial enrollment:</p> <ul style="list-style-type: none"> ● Postmarked mail addressed to military personnel ● Lease agreement for occupancy ● Proof of ownership of residence

	<p>Military Personnel Wanting to Keep Child/Ward Enrolled in the District Despite Having Changed Residence Due to a Military Service Obligation.</p> <p>Upon submitting a written request, the student’s residence will be deemed to be unchanged for the duration of the custodian’s military service obligation. The District, however, is not responsible for the student’s transportation to or from school.</p> <p>Military Personnel Placing Nonresident Child/Ward with <i>Non-Custodial Parent</i> While on Active Military Duty.</p> <p>A student will not be charged tuition while he or she is placed with a non-custodial parent (a person who has temporary custody of a child of active duty military personnel and who is responsible for making decisions for the child). The non-custodial parent or the student’s parent/guardian must provide any “special power of attorney” created by the student’s parent/guardian for the District to follow. A special power of attorney authorizes: (1) the student to enroll in a district of the non-custodial parent, and (2) the non-custodial parent to make decisions for the student. Any special power of attorney will be filed in the student’s temporary record.</p>
Anyone with a Custody Order Seeking to Enroll a Student	Presents court order, agreement, judgment, or decree that awards or gives custody of the student to any person (including divorce decrees awarding custody to one or both parents).
Non-Parent Seeking to Enroll a Student	Must complete and sign a <i>Evidence of Non-Parent’s Custody, Control and Responsibility of a Student</i> form, School Board exhibit 7:60-AP2, E3. (Custody Affidavit). Custody affidavits are temporary documents allowing guardianship, and are only valid for one school year. Guardianship after that first year must be documented through the courts in order to continue enrollment at Warren Township High School.

****REGISTRATION OF STUDENTS BASED ON A RESIDENCY AFFIDAVIT****

If you are a student requiring the completion of a Student Residency Affidavit due to an unusual living arrangement or family situation, please be aware of the following procedures (this includes students currently approved under these circumstances):

- For current students, the [affidavit](#) can be found on the Warren website and must be submitted in a fully complete manner no later than July 15 of each school year. You can return the forms to either campus.
- Families must provide affidavit documentation each year they are registering with an affidavit.
- Once the affidavit is submitted, you will be notified within five (5) business days regarding the status of your affidavit.
- If necessary, all parties named on the affidavit must be in attendance at a requested hearing.
- Students registering with an affidavit who have not been approved may not register
- Students registering with an affidavit who have been approved after the registration dates will register by appointment through the school registrar.
- Homeowner must provide three items from the list above as identified in Category 1 and 2. Parent/guardian must ALSO provide two additional items in their name for the address.