

By mandate of the Illinois State Board of Education the Board of Education of Salem Community High school is required to be able to prove that the students attending its schools are truly residents of this School District or are paying tuition. The only exception is for homeless children as defined by law. If parents/guardians wish to challenge the District's determination of non-residency they may do so in accordance with the policies adopted for such challenges which determination is final. Therefore, it is required that you provide the following residency verification.

### VERIFICATION OF IN-DISTRICT RESIDENCY

We, the undersigned parent/guardian of the student provide the following information to Salem Community High School (hereinafter the District) to support our representation that the student is a legal resident of the District, and is entitled to attend the school as a resident without charge for tuition, but with a charge for certain fees.

Name of Student(s): \_\_\_\_\_

Student's Residence:  
Street \_\_\_\_\_

City & Zip Code \_\_\_\_\_

Telephone # \_\_\_\_\_

Names of Adult(s) with whom student resides in District: \_\_\_\_\_

Relationship of adult(s) named above to student (mark one and explain if necessary):

\_\_\_\_\_ Parent (includes natural and adoptive parents)

\_\_\_\_\_ Legal Guardian with Court Order (attach Court Order)

\_\_\_\_\_ Other (explain in detail why student is living with adult, and attach all relevant documentation)

### **Please submit the following required documentation from Categories I and II**

#### **Category I (one document from property in the District)**

- a. Most recent property tax bill (homeowners)
- b. Mortgage papers (homeowners)
- c. Deed
- d. Signed and dated lease and proof of last two months' payment if lease is not at its inception (cancelled check or receipts required) (renters)
- e. Housing letter (military personnel)
- f. Letter from manager and proof of last two months' payments (cancelled checks or receipts required) (renters or trailer park residents)
- g. An agreement of sale for a residential property located within the District, signed by the seller and parent/custodian as buyer, which recites a closing date prior to the first day of attendance (new residents)
- h. Notarized affidavit of residency from the resident owner of property within the District where the parent/custodian of the child is living with the owner at no cost (those living with relatives or others)

(Continued)

**Category II (one document establishing an address within the District – document must show name and current address)**

- a. Driver's license
- b. Vehicle registration
- c. Current public aid card
- e. Voter registration
- f. Most recent gas, electric, water, cable television and/or credit card bill
- g. Current homeowners/renters insurance policy and premium payment receipt

If student does not live with parent/guardian, please list parent'/guardians' residence.

---

If the student's parents/guardians are not residing together, where does the other parent/guardian reside?

---

Attach any court order, decree, or other document establishing the custody and/or residency of the student.

If this student's parent/guardians have students enrolled in other districts, please list those districts.

---

**Certificate of Residency**

We certify that the above information is accurate, and that the student is a resident of the Salem Community High School District. We understand that the District may request additional information from us. We understand that should any information on this form, or any information otherwise provided the District be wrong, or if it is determined that the student is not a resident of the District, the student may be dismissed immediately from the District's school and the student and responsible adults shall reimburse the District for costs, including tuition, for the time during which the student attended the District's school. We recognize that any person who knowingly registers or attempts to register a student known by that person to be a non-resident of the District shall be subject to criminal prosecution.

DATE: \_\_\_\_\_

Signature of Student's Parents/Guardian

---

---