

LIVES WITH RESIDENT
(“Doubled Up”)
Student + Parent/Guardian living with District Resident
PARENT FORM

Child’s Legal Name:

Enrolling School: Enrolling Grade:

This form should be completed **by the student’s parent/guardian who is residing with the District resident** any time a student and the student’s parent/guardian live in the home of a District resident without a lease, rental, or other formal agreement. This is often referred to as being “doubled up.” For example, if a student and the student’s parent/guardian live with the student’s sibling, aunt/uncle, grandparent, or friend in the District, use this form, **but only if the parent/legal guardian is living with the student and the resident.** If the student’s parent is not living with the student and the resident, use the Student Lives With Non-Parent (“Third Party”) Form.

TO BE COMPLETED BY THE STUDENT’S PARENT/GUARDIAN

Name: Relationship to Student:

Car Make/Model/Color: License Plate Number:

Do you own or rent any property? If yes, provide the address(es):

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On which address are you relying to enroll the student in the District (“the District Address”)?

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Do you have a lease or other formal agreement to stay at the District Address? If yes, describe. If no, describe the terms under which you are staying at the District Address.

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How much rent do you pay? What bills do you pay?

Spouse/Partner’s Name: Relationship to Student:

Car Make/Model/Color: License Plate Number:

Where does the Spouse/Partner Reside:

Does your spouse/partner own or rent any property? If yes, provide the address(es):

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Does the student have any other parent or legal guardian not listed above? If yes, provide:

Name: Relationship to Student:

Car Make/Model/Color: License Plate Number:

Describe visitation:

Does the student’s other parent/legal guardian own or rent any property? If yes, provide the address(es):

Provide any other address(es) at which you or the student reside or regularly spend time other than the District Address. You need not consider social events like sleepovers, playdates, and infrequent visits with family:

Address	School District	Describe Time Spent at Address	Name All Others Residing at Address

Who else resides at the District Address with you and the student?

Other Children Name(s)	Age(s)/School(s) Currently Attended	Parent(s)/Guardian(s) Name(s)
Other Adults Name(s)	Relationship(s) to Person Completing This Form	

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List your and the student’s previous addresses:

Address	School District	Dates Resided at Address	Reasons for Leaving Address

When did you move into the District Address?

Why did you move into the District Address?

How long will you live at the District Address?

Is there a date by which you will be required to move?

Are you looking for another place to live? If not, why?

Will the student stay at the District Address this summer? Yes No

Do you and the student spend holidays at the District Address? Yes No

How many bedrooms are in the District Address? 1 2 3 4 5 6+

How many beds are in the District Address? 1 2 3 4 5 6+

How many bathrooms are in the District Address? 1 2 3 4 5 6+

What mode of transportation does the student use to get to/from school (school bus, parent’s car, homeowner/renter’s car, walk, city bus, etc.)

Do you receive the following (if applicable) at the District Address? If yes, provide a recent copy.

Cell Phone Bill Yes No. If no, address where received:

Credit Card Bills Yes No. If no, address where received:

Government Assistance Payments (SNAP, TANF, Social Security, etc.) Yes No. If no, address where received:

General Mail Yes No. If no, address where received:

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ATTESTATION

I, , parent/guardian of
do hereby state the following:

- *I have received notice and understand that the cost for the District to provide educational services to students is high and that most of the financial burden falls on residents of the District.*
- *I understand that only bona fide residents of the District have the right to enroll tuition-free in the District schools, meaning those who reside in the District on a fixed, regular, continuous nighttime basis with the intent of making it their permanent home.*
- *I attest that the student and I reside with at .*
- *I further attest that the student and I reside in the home on a fixed, regular, continuous nighttime basis with the intent of making it our permanent home.*
- *I am aware that any person who enrolls or attempts to enroll a nonresident student in the District or who provides false information regarding a student’s residency to enable the student to attend a District school without payment of tuition may be subject to legal and criminal penalties, including being found guilty of a Class C misdemeanor. I also understand that the student may be removed from the District’s schools.*
- *I understand that the District may refer any individual found to have provided false information about a student’s residency to law enforcement for criminal prosecution.*
- *I understand that it is my responsibility to promptly notify the District of any change in residence for the student and the student’s parent(s)/guardian(s).*
- *I accept joint and several responsibility for and guarantee prompt payment of any tuition amount charged if the student is found to be a nonresident in compliance with the procedures outlined in the Illinois School Code.*

Signature of Parent

Date

Notarization

SUBSCRIBED and SWORN to

Before me this day

Of , 20

NOTARY PUBLIC

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RESIDENT FORM

Child’s Legal Name:

Enrolling School: Enrolling Grade:

This form should be completed **by the homeowner/renter** any time a student and the student’s parent/guardian live in the home of a District resident without a lease, rental, or other formal agreement. This is often referred to as being “doubled up.” For example, if a student and the student’s parent/guardian live with the student’s sibling, aunt/uncle, grandparent, or friend in the District, use this form, **but only if the parent/legal guardian is living with the student and the resident.** If the student’s parent is not living with the student and the resident, use the Student Lives With Non-Parent (“Third Party”) Form.

TO BE COMPLETED BY THE PROPERTY OWNER/RENTER

Name: Relationship to Student:

Address (“the District Address”):

Do you own or rent the District Address? Own Rent Other (Describe:)

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. Please block out account and social security numbers on the documents before you present them to guard your security.

Category A – provide at least one (1)	Category B – provide at least two (2)										
<input type="checkbox"/> Real estate tax bill – First installment for this year <input type="checkbox"/> Signed lease <input type="checkbox"/> Mortgage receipt or payment <input type="checkbox"/> Other*: _____	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; padding: 0;"><input type="checkbox"/> Gas bill</td> <td style="width: 50%; padding: 0;"><input type="checkbox"/> Current Driver’s License</td> </tr> <tr> <td style="padding: 0;"><input type="checkbox"/> Electric bill</td> <td style="padding: 0;"><input type="checkbox"/> State ID card</td> </tr> <tr> <td style="padding: 0;"><input type="checkbox"/> Water/sewer bill</td> <td style="padding: 0;"><input type="checkbox"/> Home insurance</td> </tr> <tr> <td style="padding: 0;"><input type="checkbox"/> Cable bill/internet</td> <td style="padding: 0;"><input type="checkbox"/> Apartment insurance</td> </tr> <tr> <td style="padding: 0;"><input type="checkbox"/> Other*: _____</td> <td style="padding: 0;"><input type="checkbox"/> Immigration Letter</td> </tr> </table>	<input type="checkbox"/> Gas bill	<input type="checkbox"/> Current Driver’s License	<input type="checkbox"/> Electric bill	<input type="checkbox"/> State ID card	<input type="checkbox"/> Water/sewer bill	<input type="checkbox"/> Home insurance	<input type="checkbox"/> Cable bill/internet	<input type="checkbox"/> Apartment insurance	<input type="checkbox"/> Other*: _____	<input type="checkbox"/> Immigration Letter
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<input type="checkbox"/> Other*: _____	<input type="checkbox"/> Immigration Letter										

Please contact the registration staff if you are having trouble collecting the required documents.

You must provide photo identification to prove your identity (e.g., a Driver’s license/State ID). If you do not have such documentation, contact the registration staff to discuss other forms of identification that may be acceptable.

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Who else resides at the District Address with you, the student, and the student’s parent(s)/guardian(s)?

Other Children Name(s)	Age(s)/School(s) Currently Attended	Parent(s)/Guardian(s) Name(s)
Other Adults Name(s)	Relationship(s) to Person Completing This Form	

Provide information for cars for any other individuals residing at or frequenting the District address other than cars registered to the student or the student’s parent(s)/guardian(s):

Car Make/Model/Color: License Plate Number:

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Car Make/Model/Color: License Plate Number:

Does the student or the student’s parent(s)/guardian(s) have a lease or other formal agreement to stay at the District Address? If yes, describe. If no, describe the terms under which they are staying at the District Address.

How much rent do the student/their parent(s)/guardian(s) pay?

What bills do they pay?

When did the student and the student’s parent(s) guardians move into the District Address?

Why did they move into the District Address?

How long will they live at the District Address?

Is there a date by which they will be required to move?

Are they looking for another place to live? If not, why?

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Will the student stay at the District Address this summer? **Yes** **No**

Will the student spend holidays at the District Address? **Yes** **No**

How many bedrooms are in the District Address? **1** **2** **3** **4** **5** **6+**

How many beds are in the District Address? **1** **2** **3** **4** **5** **6+**

How many bathrooms are in the District Address? **1** **2** **3** **4** **5** **6+**

How often does the student stay at the District Address? (Every night? 2 nights a week? Weekdays only?):

What mode of transportation does the student use to get to/from school (school bus, parent’s car, homeowner/renter’s car, walk, city bus, etc.)

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ATTESTATION

I, , who resides at , do hereby state the following:

- *I have received notice and understand that the cost for the District to provide educational services to students is high, and that most of the financial burden falls on residents of the District.*
- *I understand that only bona fide residents of the District have the right to enroll tuition free in the District schools, meaning those who actually reside in the District on a fixed, regular, continuous nighttime basis with the intent of making it their permanent home.*
- *I attest that the student and the student’s parent(s)/guardian(s) reside with me at .*
- *I further attest that the student and the student’s parent(s)/guardian(s) reside in the home on a fixed, regular, continuous nighttime basis with the intent of making it their permanent home.*
- *I am aware that any person who enrolls or attempts to enroll a nonresident student in the District, or who provides false information regarding a student’s residency for the purpose of enabling the student to attend a District school without payment of tuition, may be subject to legal and criminal penalties, including being found guilty of a Class C misdemeanor. I also understand that the student may be removed from the District’s schools.*
- *I understand that the District may refer any individual found to have provided false information about a student’s residency to law enforcement for criminal prosecution.*
- *I understand that it is my responsibility to promptly notify the District of any change in residence for the student and the student’s parent(s)/guardian(s).*
- *I accept joint and several responsibility for and guarantee prompt payment of any tuition amount charged if the student is found to be a nonresident in compliance with the procedures set forth in the Illinois School Code. This means that if the parent(s)/guardian(s) cannot pay for the tuition, I may be responsible for it.*

Signature of Resident

Date

Notarization

SUBSCRIBED and SWORN to

Before me this day

Of , 20

NOTARY PUBLIC