

OAK PARK AND RIVER FOREST HIGH SCHOOL

201 NORTH SCOVILLE AVENUE • OAK PARK, IL 60302-2296

ENROLLMENT & RESIDENCY VERIFICATION INSTRUCTIONS

- 1. Submit the Online Enrollment for each student attending OPRFHS.
- 2. **For incoming freshman and transfers only: Clear copy of student's Birth Certificate.** If a birth certificate is not available, other proof of the child's identity and date of birth is required.
- 3. **For incoming freshman and transfers only:** Illinois State Physical Exam (Email form separately to medicalforms@oprfs.org, submission deadline is October 15th)

****Please submit one (1) document from Category A, AND three (3) documents from Category B****

- 4. Category A – One (1) document required:
 - Real estate tax bill
 - Signed, current lease
 - Mortgage document or statement
 - [Residency Attestation](#) (Please attach supporting documents listed at the bottom of the form)
 - Military Housing letter
 - Section 8 letter

- 5. AND, Category B – Three (3) documents required:
 - Gas bill
 - Electric bill
 - Water/sewer bill
 - Phone bill
 - Cable bill
 - Vehicle registration *
 - Auto insurance policy
 - Home/renters insurance policy
 - Medicaid card *
 - Credit card statement
 - Paycheck stub
 - City sticker receipt *
 - Driver's license/State ID *
 - Additional documents *may* be required.

****Please note that if you are submitting one (1) proof that does not have a current monthly date, but rather is issued on a yearly basis (i.e. Driver's license, State ID, City Sticker, Medicaid card, etc.), you will need to provide two (2) other proofs that do have a current monthly date, such as utility bills or statements.***

- 6. [Affidavit of Custody and Control or Proof of Guardianship](#), if the student is residing with an individual other than his/her parent. If you are submitting this form, please complete and sign both sides.

If you have any questions about either enrollment or residency verification or you feel that you cannot complete the online enrollment process or residency verification process due to special circumstances (e.g., temporary living arrangement due to loss of housing), please contact the Registrar's office at registrar@oprfs.org