SCHILLER PARK
SCHOOL DISTRICT 81

NEW FAMILIES

Dr. Melissa Kartsimas
Superintendent
9760 Soreng Avenue
Schiller Park, Illinois 60176
(847) 671-1816 FAX (847)
www.sd81.org

Dear Parent/Guardian,

Welcome to District 81! To successfully enroll your child to attend one of our three outstanding schools, you will need to complete **a three-step process** in which you 1) fill out and submit the required registration documentation, 2) prove that you reside within the boundaries of the school district, and 3) payment the registration fees

(1) Online Registration: Registration is available online. Parents/Guardians will need to visit www.sd81.org and click the PARENTS headings. In Registration Information, please click the blue NEW STUDENT REGISTRATION button, where you will complete the Pre-Registration for Enrollment form. Upon approval, you will then receive an email with your access ID and passcode. Please use this information to create *your own* account in the Parent Portal of PowerSchools. You will create your own username and password. Please keep this information safe, as we cannot see the password that you choose for yourself. A reference guide can be found on our website to assist you with completing the online registration.

(2) In-Person Residency Verification: Annually, SD81 verifies that students reside within District 81 boundaries. To do this, please provide three proofs of residency (one from each category), accompanied by the attached Proof of Residency Form. Families requesting an affidavit may print off the forms via our district website (at the bottom of the Registration page).

New families must make an in-person appointment to verify residency documents, as well as obtain a copy of the child's original birth certificate. Residency verification for all **NEW FAMILIES** will take place on Monday, June 22nd (9am-4pm, at each respective school office) and Wednesday, July 29th (11am-6pm, at Lincoln Middle School). To secure a residency verification appointment, call the school office or email the building principal.

(3) Fee Payment: Please plan to pay registration fees, including the technology lease (Cash, Check or Credit) during your in-person appointment.

Your child will not be placed on a class list until registration is complete, including payment of fees.

If you have questions or cannot complete the steps above, please call the school offices or contact your building principal via email.

If you have any additional questions, please feel free to contact me.

Sincerely,

Melissa Kartsimas

Melissa Kartsimas, Ed.D
Superintendent of School

SCHILLER PARK
SCHOOL DISTRICT 81

Proof of Residency Form
2026-2027

FOR OFFICE USE ONLY
Proof of Residency Verification

YES NO

Collected by _____

Approved: _____

Date: _____

This proof of residency form is to attest that the child(ren) listed below is/are not enrolling in the District solely for school purposes and is/are living on a permanent basis with the person having complete custody and control. Registration of a student who is not a resident is a fraudulent act. Any student found to have been fraudulently registered will be dropped from attendance rolls immediately. Parents or guardians making a fraudulent registration will be subject to the payment of retroactive tuition charged for non-resident students. A person who knowingly or willfully presents the District any false information regarding the residency of a pupil for the purpose of enabling that pupil to attend any school in the District shall have committed a Class C misdemeanor and shall be prosecuted by the District.

ALL DOCUMENTS MUST CONTAIN A CURRENT ADDRESS WITHIN DISTRICT 81 BOUNDARIES WITH THE NAME OF THE PARENT/GUARDIAN. ALL 3 DOCUMENTS MUST HAVE THE SAME NAME AND ADDRESS.

____I own/drive a car ____I do not own/drive a car

A. PROVIDE ONE OF THE FOLLOWING DOCUMENTS:

____Real estate tax bill from current calendar year
____Current mortgage statement/closing statement or letter from the county assessor
____Entire lease dated within the last 12 months that shows the name, signature, address & telephone number of the landlord and signature of the tenant(s). **It must list all persons living in the household.**
____Notarized Letter of Residence Form (To be used when living with a district resident. District resident must also provide documentation from each of the three categories)
____Notarized Residency Affidavit Form (To be used if you do not have a current 12-month lease)

B. PROVIDE ONE OF THE FOLLOWING DOCUMENTS:

____Current water, electric or gas bill with service address within District 81 boundaries (the most current)
____Medicaid Card/Letter or Public Aid Card/Letter (must list name & address)
____Recent pay stub from your employer with address within District 81 boundaries (the most current)

C. PROVIDE ONE OF THE FOLLOWING DOCUMENTS (Proof of Personal ID):

____State-issued Photo ID (IL driver's license if you own/drive a car with address within District 81 boundaries, or IL state ID with address within District 81 boundaries)
____Other photo ID with address within District 81 boundaries (consulate or Temporary Visitor Driver's License)

RELEASE OF INFORMATION: I certify that I understand the residency requirements and know the penalty for fraudulent registration. I hereby authorize the Registrar or other authorized representative of Schiller Park School District 81, bearing this release, or copy thereof, within 1 year of its date, to obtain any information I have submitted. This release is executed with full knowledge and understanding that the information is for the official use of Schiller Park District 81.

I affirm that the District reserves the right to evaluate all documents presented. Merely sharing the residency documents does not guarantee admission. The District may require a home visit or additional documents to verify residency.

Parent/Guardian Signature_____ Date_____

Single _____ Married _____ Divorced _____ Student Lives With : _____Mother _____Father_____Other

Address of Parent/Guardian_____

Name of Child_____ School_____ Grade _____

Name of Child_____ School_____ Grade _____

Name of Child _____ School_____ Grade _____

2026-2027 Registration Fees

School District 81 Fees/Lease - New Student			
New Student	Registration Fee	K-5	$ 75.00
New Student	Registration Fee	6-8	$160.00
New Student	IPAD Lease	K- 8	$ 30.00

