Residence

Resident Students

Only students who are residents of the District may attend a District school without tuition charge, except as otherwise provided below or in State law. A student's residence is the same as the person who has legal custody of the student.

A person asserting legal custody over a student, who is not the child's natural or adoptive parent, shall complete a signed statement, stating: (a) that he or she has assumed and exercises legal responsibility for the child, (b) the reason the child lives with him or her, other than to receive an education in the District, and (c) that he or she exercises full control over the child regarding daily educational and medical decisions in case of emergency. If the District knows the current address of the child's natural or adoptive parent, the District shall request in writing that the person complete a signed statement or Power of Attorney stating: (a) the role and responsibility of the person with whom their child is living, and (b) that the person with whom the child is living has full control over the child regarding daily educational and medical decisions in case of emergency.

A student whose family moves out of the District during the school year will be permitted to attend school for the remainder of the year without payment of tuition.

When a student's change of residence is due to the military service obligation of the student's legal custodian, the student's residence is deemed to be unchanged for the duration of the custodian's military service obligation if the student's custodian made a written request. The District, however, is not responsible for the student's transportation to or from school.

If, at the time of enrollment, a dependent child of military personnel is housed in temporary housing located outside of the District, but will be living within the District within 60 days after the time of initial enrollment, the child is allowed to enroll, subject to the requirements of State law, and must not be charged tuition.

Non-Resident Students

Non-resident students may attend District schools upon the approval of a request submitted by a student's parent(s)/guardian(s) for nonresident admission. The Superintendent may approve the request subject to the following:

1. The student will attend on a year-to-year basis. Approval for any one year is not authorization to attend a following year.
2. The student will be accepted only if there is sufficient room.
3. The student's parent(s)/guardian(s) will be charged the maximum amount of tuition as allowed by state law.
4. The student’s parent(s)/guardian(s) will be responsible for transporting the student to and from school.
5. Non-resident students are not eligible to attend District schools that offer specialized programs except at the express authorization of the Superintendent or designee.
Admission of Non-Resident Students Pursuant to an Agreement or Order

Non-resident students may attend District schools tuition-free pursuant to:

1. A written agreement with an adjacent school district to provide for tuition-free attendance by a student of that district, provided both the Superintendent or designee and the adjacent district determine that the student's health and safety will be served by such attendance.

2. A written agreement with cultural exchange organizations and institutions supported by charity to provide for tuition-free attendance by foreign exchange students and non-resident pupils of charitable institutions.

3. According to an intergovernmental agreement.

4. Whenever any State or federal law or a court order mandates the acceptance of a non-resident student.

Homeless Children

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce records normally required to establish residency. Board Policy 6.140, Education of Homeless Children, and its implementing administrative procedure govern the enrollment of homeless children.

Determining a Student’s Residence Status

The superintendent/designee may investigate and determine the residency of any student before or after enrollment in accordance with the applicable provisions of Illinois law and may require the involved persons to provide additional information to be considered by the District in determining residency. Such information may include, but is not limited to, real estate contracts, leases, financial documents, voter registration, tax documents, bills, and vehicle registrations and licenses. The investigation may include, but is not limited to, interviews, completion of questionnaires, observations and home visits. Whenever the superintendent/designee receives information believed to be reliable questioning the residency of the student, the superintendent/designee shall conduct an investigation to determine whether the student is a resident of the District.

If a student has not begun attendance in school when residency is questioned, the superintendent/designee shall generally deny attendance pending determination of the student’s residency, however, students who qualify as homeless under the Education for Homeless Children Act, 105 ILCS 45/1.1 et. seq., shall be enrolled immediately. At the conclusion of the investigation and after providing the student and the student’s parents or other appropriate person an opportunity to discuss the matter, the superintendent/designee shall make a decision as to the student’s residency.

If the superintendent/designee determines that a student is not a resident of the District, he or she, on behalf of the School Board, shall notify the person who enrolled the student of the tuition amount that is due. The notice shall be given by certified mail, return receipt requested. The person who enrolled the student may challenge the determination and request a hearing pursuant to the Illinois School Code, 105 ILCS 5/10-20.12b.
Challenging a Student's Residence Status.

If the Superintendent or designee determines that a student attending school on a tuition-free basis is a non-resident of the District for whom tuition is required to be charged, he or she on behalf of the School Board shall notify the person who enrolled the student of the tuition amount that is due. The notice shall be given by certified mail, return receipt requested. The person who enrolled the student may challenge this determination and request a hearing as provided by The School Code, 105 ILCS 5/10-20.12b.

LEGAL REF.: McKinney Homeless Assistance Act, 42 U.S.C. §11431 et seq.;
30 ILCS 220/11.
105 ILCS 510-20.12a, 5/10-20.12b, and 5/10-22.5. 105 ILCS 45/1 et seq. and 70/1 et seq.
23 Ill.Admin.Code § 1.240(e).
Kraut v. Rachford, 366 N.E.2d 497 (1st Dist. 1977)

CROSS REF.: 6.15, 6.140, 7.50, 7.70

Adopted: October 28, 1997

Revised: March 8, 2005
June 10, 2008
June 28, 2011
October 28, 2014
### Students

**Administrative Regulation - Establishing Student Residency**

<table>
<thead>
<tr>
<th>Actor</th>
<th>Requirements and Actions that Must Be Completed</th>
</tr>
</thead>
</table>
| Anyone Seeking to Enroll a Student | Must present a certified or registered birth certificate for the student.  
Must present proof of residency within the District by providing the required number of documents from each of the following categories:  
**Category I** (One document required)  
- Most recent property tax bill and proof of payment, e.g., canceled check or Form 1098 (homeowners)  
- Mortgage papers (homeowners)  
- Signed and dated lease with proof of last month’s payment, e.g., canceled check or receipts (renters)  
- Letter of residence from landlord in lieu of lease  
- Affidavit of residence to be used when the person seeking to enroll a student is living with a District resident  
**Category II** (Two documents showing proper address are required)  
- Current public aid card  
- Most recent gas, electric, water bill, sewer or cable bill  
- Current library card  
- Mail received at new residences (only one will be accepted accompanied by another proof from Category II)  

Military Personnel Enrolling a Student for the First Time in the District.  
Must provide one of the following within 60 days after the date of student’s initial enrollment)  
- Postmarked mail addressed to military personnel  
- Lease agreement for occupancy  
- Proof of ownership of residence |
<table>
<thead>
<tr>
<th>Actor</th>
<th>Requirements and Actions that Must Be Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Military Personnel Wanting to Keep Child/Ward Enrolled in the District Despite Having Changed Residence Due to a Military Service Obligation.</td>
<td>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.</td>
</tr>
<tr>
<td>Military Personnel Placing Non-Resident Child/Ward with Non-Custodial Parent While on Active Military Duty.</td>
<td>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). Must provide any “special power of attorney” or “educational guardianship” document created by the student’s parent/guardian for the District to follow. A special power of attorney/educational guardianship 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 such document will be filed in the student’s temporary record.</td>
</tr>
<tr>
<td>Anyone with a Custody Order Seeking to Enroll a Student</td>
<td>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).</td>
</tr>
<tr>
<td>Non-Parent Seeking to Enroll a Student</td>
<td>Must complete and sign Affidavit of Residency form available at the Student Assignment Center.</td>
</tr>
</tbody>
</table>

A. **IMPORTANT:**

The School District reserves the right to evaluate the evidence presented, and merely presenting the items listed in this Procedure does not guarantee admission.

B. **WARNING:**

If a student is determined to be a nonresident of the District for whom tuition must be charged, the persons enrolling the student are liable for non-resident tuition from the date the student began attending a District school as a non-resident.

A person who knowingly enrolls or attempts to enroll in this School District on a tuition-free basis a student known by that person to be a nonresident of the District is guilty of a Class C misdemeanor, except in very limited situations as defined in State law (105 ILCS 5/10-20.12b(e)).

A person who knowingly or willfully presents to the School District any false information regarding the residency of a student for the purpose of enabling that student to attend any school in that District without the payment of a nonresident tuition charge is guilty of a Class C misdemeanor (105 ILCS 5/10-20.12b(f)).
RED FLAGS ~ RESIDENCY

At Enrollment:
- Lease agreement with white-out marks.
- Rental agreements with white-out marks.
- Driver’s licenses or state ID’s with dates issued 5 days or less prior to date of enrollment.
- Parents with state ID’s who show up to enroll and drive to enrollment.
- No drivers license or state ID.
- No signature from lessee on lease agreement.
- No signature from renter on rental agreement.
- Phone number is a different town or area.
- Fake State ID Cards and Driver’s Licenses.
- Pre-Leases and Pre-Rental Agreements.
- Written out Affidavit No notarization.
- Claim Homelessness when driving a BMW.
- Claim Homelessness when paying Rent at a Hotel for over three months.
- Claim Homelessness when owning or living full time in a Mobile Home when it is Permanent Residence and is in a trailer park for more than 3 months.
- Electric/Gas or Any utility bill look at the left hand corner of the bill to verify service address is the same as the mail address.
- Not bringing enough documents to registration.
- Not being able to produce enough documentation.

After Enrollment:
- Child always late for school.
- Some schools have children on first or second day write out students address to verify.
- Returned certified mail or returned mail.
- Parents waiting at bus stop in vehicles.
- Uses P.O. Box for address.
- Parents vehicles have a different town’s Vehicle Sticker.
- Claim Homelessness when paying Rent at a Hotel for over three months.
- Claim Homelessness when owning or living full time in a Mobile Home when it is Permanent Residence and is in a trailer park for more than 3 months.
- Electric/Gas or Any utility bill look at the left hand corner of the bill to verify service address is the same as the mail address.
December 22, 2017

Re: Residency of Family, Student - Carlson Elementary School

Dear Mr. and Mrs.:

This letter is sent in response to your letter dated December 12, 2017, responding to a letter that was received from the Board of Education of Rockford Public Schools requesting non-resident tuition be paid for [name], as the District has asserted that you do not reside within the boundaries of District 205.

Please be advised that a hearing before an officer appointed by the Board of Education will be held to hear testimony and consider documentary evidence regarding their residence within the boundaries of District #205 on January 9 at 10:30 a.m., on the 3rd Floor in Conference Room 1 of the Administration Building at 501 Seventh Street, Rockford, Illinois. Please check in with the security desk in the reception area of the second floor upon your arrival. The hearing will be held in accordance with the School Code of Illinois, 105 ILCS 5/10-20.12b and the policies of the Board of Education of Rockford School District Number 205.

At the hearing, the school administration will present information and evidence supporting the residency recommendation. Following the hearing, the hearing officer will prepare a written summary of the information and evidence presented and submit a report to you and to the Board of Education. You will then have 5 days after receiving said findings to send any written objections to the same to the District Superintendent.
The Board of Education will discuss the hearing officer’s report and any objections received within the timeline before taking final action on the residency recommendation. You will be notified by mail of the Board’s final action following the board meeting.

Sincerely,

Lori L. Hoadley,
General Counsel

cc: Michael Iasparro, Hinshaw & Culbertson
    Venita Hervey, Law Office of Venita Hervey
    Gregg Wilson, Investigator
June 21, 2017

VIA CERTIFIED AND REGULAR MAIL

Re: Residency of Student SR – ( ) School
Payment of Non-Resident Tuition

Dear Ms. ( ),

This letter is written on behalf of the Board of Education of Rockford Public Schools District 205 ("District"). Pursuant to the Illinois School Code, 105 ILCS 5/10-20.12b(b), only resident pupils of a school district may attend the schools of the district without payment of the tuition required to be charged under Section 10-20.12a of the School Code. It has come to our attention that your residence at (address) Illinois, is not within the Rockford School District. Thus, your child, (Student Name), is attending Rockford Public schools despite your being a non-resident of the District.

A copy of the District's report of investigation describing the specific reasons why it is believed your child is a nonresident of the District is enclosed.

State law provides that if a school board determines that a pupil who is attending school in the district on a tuition free basis is a nonresident of the district for whom tuition is required to be charged, the school board shall notify the person who enrolled the pupil of the amount of tuition charged that is due to the district for the non-resident pupil's attendance in the district's schools. 105 ILCS 5/10-20.12b(c). The non-resident tuition rates charged by the District for the 2016-2017 school year are as follows:

INSERT INFORMATION RE: TUITION OWED

For the days your child has attended ( ) School for the 2016-2017 school year, through the date of this letter, the amount of tuition due to the District is _________ (___ per day x ___ days). Tuition due to the District will continue to accrue on a pro rata basis, and will continue to accrue for each day your child attends District schools pending resolution of this matter.

Should your child be allowed to remain in the District, you will be required to pay tuition as long as you are a non-resident. If allowed to attend as a tuition paying non-resident student, your child will not be permitted to remain enrolled in any special programs.

Pursuant to the Illinois School Code, within 10 days of your receipt of this notice, you may request a hearing to review the determination of the School Board. If you make such a request, it must be sent by
certified mail, return receipt requested, to the District's Superintendent, Dr. Ehren Jarrett, 501 Seventh Street, Rockford, Illinois 61104. If no such request is made within the 10 day time period allowed by the statute, then your child will no longer be allowed to attend District schools as of that date, and the amount owed to the District shall become immediately due. Your failure to pay the amount owed will result in the District availing itself of all remedies necessary to collect the same, including but not limited to seeking any interest, penalties, attorneys' fees, etc., under applicable law.

If a request for a hearing is made in a timely fashion, the School Board shall, within 10 days after receipt of the request, notify you of the time and place of the hearing, which shall be conducted by a hearing officer designated by the School Board. At least 3 calendar days prior to the hearing, each party must disclose to the other party all written evidence and testimony that it may submit during the hearing, as well as a list of witnesses the party may call to testify during the hearing. Any written evidence and testimony or witnesses not disclosed to the other party at least 3 calendar days prior to the hearing are barred at the hearing without the consent of the other party.

At the hearing, you will have the burden of going forward with the evidence concerning your child's residency, and you may be represented by a representative of your choice. Within 5 calendar days of the conclusion of the hearing, the hearing officer must send a written report of his or her findings to you and the school board. If you have any objections to those findings, you will then have 5 calendar days after receiving the findings to file written objections to the findings by sending those objections by certified mail, return receipt requested, addressed to the District Superintendent. The School Board then has 30 calendar days after the conclusion of the hearing to decide whether or not your child is a resident of the District and the amount of any tuition required to be charged under the School Code. The School Board must send you a copy of its decision within 5 calendar days of making the decision. You would then have the opportunity, if you disagree with the School Board's decision, to, within 5 calendar days after receipt of the decision of the School Board, petition the regional superintendent of schools to review the decision.

Pending the School Board's and/or regional superintendent's decision, you may also request that your child continue attendance at the District's schools. Upon a final decision of either the Board or the regional superintendent that your child is not presently a resident of the District, (she) may no longer attend District schools after that decision is made.

Please contact me with any questions or concerns.

Very truly yours,

Lori Hoadley
General Counsel
Rockford Public Schools

cc: Michael Iasparro, Hinshaw & Culbertson LLP
Student Enrollment Form

School Year ___________ Grade Entering ___________ Special Education Yes/No

504 Plan: Yes/No

ROCKFORD PUBLIC SCHOOLS WELCOME CENTER 501 7TH ST - 2ND FLOOR ROCKFORD, IL 61104 815-967-8070

Student Information

Student’s Legal First Name ___________ Student’s Legal Middle Name ___________ Student’s Legal Last Name ___________

Date of Birth (MM/DD/YYYY) ___________ City/State of Birth ___________ Country of Birth ___________

Gender: ☐ Female ☐ Male ___________ Special Education: ☐ Yes ☐ No 504 Health Plan: ☐ Yes ☐ No

Please indicate student’s Ethnicity in Part A and student’s Race in Part B:

Part A: Is this student Hispanic/Latino?
☐ Yes, Hispanic/Latino ☐ No, not Hispanic/Latino

Part B: What is the Student’s Race? (Choose one or more)
☐ American Indian/Alaska Native (03) ☐ Native Hawaiian or Other/Pacific (07)
☐ Asian (04) ☐ White or Caucasian (02)
☐ Black or African American (01)

Primary Guardian (Mother, Father, Appointed Legal Custodian) Information

Primary Guardian’s Legal First Name ___________ Primary Guardian’s Legal Last Name ___________ Relationship to Student ___________

Home Address ___________ Apt # ___________ City ___________ State ___________ Zip Code ___________

( ) ( ) ( )

Primary Phone Home/Cell Work Phone

Does this student reside with you at this address? ☐ Yes ☐ No

Email Address ___________

Secondary Guardian (Mother, Father, Appointed Legal Custodian) Information

Secondary Guardian’s Legal First Name ___________ Secondary Guardian’s Legal Last Name ___________ Relationship to Student ___________

Home Address ___________ Apt # ___________ City ___________ State ___________ Zip Code ___________

( ) ( ) ( )

Primary Phone Home/Cell Work Phone

Does this student reside at this address? ☐ Yes ☐ No

Email Address ___________

Emergency Contact (Other than Guardians) Information

Emergency Contact’s Legal First Name ___________ Emergency Contact’s Legal Last Name ___________ Relationship to Student ___________

( ) ( ) ( )

Home Phone Cell Phone Work Phone

Student ID# ___________ Zone School ___________ Assigned School ___________ Returning ☐ New ☐
Previous School Attended

Is this the first time entering a school in the U.S.A.? □ Yes □ No

Last Attended School Name

City State Phone

School Secretary/Principal/Contact Person

□ I hereby attest that the student is in good standing and not subject to an out-of-school suspension or expulsion from any public or private school.

□ I hereby attest that the student is NOT in good standing due to an existing out-of-school suspension or expulsion for the dates ____________ until ____________.

Special Program Schools (Check If Desired)

□ Yes, I would like to receive more information about Special Programs offered in the Rockford Public School District.

□ No, thank you.

*In order to qualify for any of the Gifted programs/Academies the student must pass the mandated test. Entrance into Special Program schools are based upon the individual program requirements/assessments and seat availability.*

Residency Verification (If Applicable) Families In Transition (F.I.T.)

I am unable to provide two (2) of the required documents because: (check all that apply)

□ Our family has not had a permanent residence since __/__/____.

Address of last permanent residence:

Last school attended:

□ Living in a shelter □ Sharing housing with others due to loss of housing, economic hardship, or similar reason

□ Living at a train or bus station, park or in a car □ Living in a hotel, motel, campground, or other similar situation

□ Abandoned apartment/building □ Disaster victim □ Unaccompanied youth

□ The child is temporarily housed, awaiting DCFS permanent foster care placement.

□ Other ____________________________

_Your child may qualify for additional services—please ask the registration staff for more information or contact the District’s McKinney-Vento Liaison at 815-966-3163 or 815-966-3140._

Please indicate any social service agency you are currently working with: ____________________________________________

I understand that Illinois law has made it a crime, punishable by imprisonment and fine, to knowingly or willfully present any false information regarding the residency of a student for purposes of enabling that student to attend on a tuition-free basis or to knowingly enroll or attempt to enroll a student on a tuition-free basis when the student is known to be a non-resident of the district. Accordingly, I aver that the information I have provided in the “Residency Verification” section is true and correct. I understand that, under provisions of the Illinois School Code, 105 ILCS 5/10-20.12b, (e), and (f), the District is required to collect tuition from a person who misrepresents his or her residence for the purpose of school attendance is guilty of a Class C misdemeanor and that the District is required to collect tuition from any such person. I hereby authorize my landlord to provide the District a copy of my lease or rental agreement to verify my address.

Signature of Parent/Guardian: ___________________________ Date: ____________

Office Use Only

Student ID# School Assigned WL Grade

WIDA Test Score

□ Barbour Eligible □ REG □ REG/WAIVED □ TBE □ TPI □ Language

□ F.I.T.

D.O.B. Verification

Address Verification

Intake Person

Date (MM/DD/YYYY)

□ Special Education □ C.A.P.A □ Gifted □ Haskell Year Round □ Other
# Información del Estudiante

<table>
<thead>
<tr>
<th>Nombre Legal del Estudiante</th>
<th>Segundo Nombre Legal del Estudiante</th>
<th>Apellido Legal del Estudiante</th>
</tr>
</thead>
</table>

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<thead>
<tr>
<th>Fecha de Nac. (MM/DD/AAAA)</th>
<th>Cuidad/Estado de Nacimiento</th>
<th>País de Nacimiento</th>
</tr>
</thead>
</table>

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<thead>
<tr>
<th>Género:</th>
<th>Femenino</th>
<th>Masculino</th>
</tr>
</thead>
</table>

Por favor, indique el origen étnico del estudiante en la Parte A y la raza en la Parte B:

**Parte A: ¿Es el estudiante Hispano/Latino?**
- [ ] Sí, es Hispano/Latino
- [ ] No, no es Hispano/Latino

**Parte B: ¿Cuál es la Raza del estudiante? (Escoja uno o más)**
- [ ] Nativo Americano/Nativo de Alaska (03)
- [ ] Asiático (04)
- [ ] Nativo de Hawái u otra Isla del Pacífico (07)
- [ ] Caucásico/Blanco (02)
- [ ] Afro-Americano (01)

# Información del Tutor Primario (Madre, Padre, Apoderado, ó Custodia Legal)

<table>
<thead>
<tr>
<th>Nombre Legal del Tutor Primario</th>
<th>Apellido Legal del Tutor Primario</th>
<th>Relación con el Estudiante</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Dirección de la Casa</th>
<th># Apt</th>
<th>Ciudad</th>
<th>Estado</th>
<th>Código Postal</th>
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<tr>
<th>Teléfono Primario</th>
<th>Teléfono de Casa/Celular</th>
<th>Teléfono de Trabajo</th>
</tr>
</thead>
</table>

¿El Estudiante vive con usted en esta dirección? [ ] Sí [ ] No

# Información del Tutor Secundario (Madre, Padre, Apoderado, ó Custodia Legal)

<table>
<thead>
<tr>
<th>Nombre Legal del Tutor Secundario</th>
<th>Apellido Legal del Tutor Secundario</th>
<th>Relación con el Estudiante</th>
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<th>Teléfono de Casa/Celular</th>
<th>Teléfono de Trabajo</th>
</tr>
</thead>
</table>

¿El Estudiante vive en esta dirección? [ ] Sí [ ] No

# Información del Contacto de Emergencia (Que NO sea Padre, Apoderado ó tutor)

<table>
<thead>
<tr>
<th>Nombre del Contacto de Emergencia</th>
<th>Apellido del Contacto de Emergencia</th>
<th>Relación con el Estudiante</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Teléfono de Casa</th>
<th>Teléfono de Celular</th>
<th>Teléfono de Trabajo</th>
</tr>
</thead>
</table>

Student ID# Zone School Assigned School Returning [ ] New [ ]
Ultima Escuela Que Asistió

¿Es esta la primera vez que asiste una escuela en los Estados Unidos?

Si [ ] No [ ]

Nombre de la última escuela que asistió

Ciudad ____________________________

Estado ____________________________

Teléfono de la Escuela ____________________________

Secretaria/Director/Contacato ____________________________

[ ] Yo certifico que el estudiante está en buena situación y no está sujeto a una suspensión o expulsión estraescolar de ninguna escuela pública o privada.

[ ] Yo certifico que el estudiante NO está en buena situación debido a una suspensión o expulsión estraescolar en efecto en las fechas ______________ hasta ______________.

Programas Especiales (Si Desea)

[ ] Si, me gustaría recibir más información de los Programas Especiales que ofrece el Distrito de Rockford.

[ ] No, Gracias.

Verificación De Residencia (Si Aplica)

No puedo proveer (2) de los documentos requeridos porque: (Marque los que apliquen.)

[ ] Nuestra familia no ha tenido una residencia permanente desde ___/___/____.

Dirección de la última residencia permanente: ____________________________________________

Ultima escuela a la que asistió: ____________________________________________

[ ] Compartiendo la vivienda con otras personas debido a la pérdida de vivienda por problemas económicos o razones similares. [ ] Viviendo en un refugio. [ ] Viviendo en una estación de tren o autobús, parque o en un automóvil.

[ ] Viviendo en un apartamento o edificio abandonado. [ ] Viviendo en un hotel, motel, zona de acampar u otra situación similar. [ ] Víctima de un desastre. [ ] Joven sin acompañante

[ ] El niño/a a esta temporalmente alojado, esperando una colocación permanente por DCFS en un hogar de crianza.

[ ] Otra:

Su hijo/a puede calificar para servicios adicionales. Por favor, pregunte al personal para más información o comuníquese con los Coordinadores del Distrito de la Ley McKinney-Vento al 815-966-3163 o 815-966-3140.

Indique cualquier agencia de servicios sociales con la que este trabajando actualmente :

Yo entiendo que la ley de Illinois ha decretado que es un delito que se castiga con encarcelamiento y una multa el presentar información falsa, intencionalmente o a sabiendas, con respecto a la residencia de un estudiante con el propósito de permitirle al estudiante asistir a la escuela sin pagar la colegiatura o inscribir o intentar inscribir al estudiante en la escuela sin pagar la colegiatura, sabiendo que el estudiante no es residente del distrito. Por lo tanto, yo afirmo que la información que he proporcionado en la sección “Verificación de domicilio” es verdadera y correcta. Yo entiendo que, bajo las disposiciones del Código Escolar de Illinois, 105 ILCS 5/10-20.12b, (e) y (f), el Distrito está obligado a cobrar la colegiatura a cualquier persona que falsifica su residencia con el propósito de asistir a una escuela; dicha persona es culpable de un delito menor de clase C y el Distrito tiene la obligación de cobrarle la colegiatura a tal persona. Por la presente, yo autorizo que mi propietario proporcione al Distrito una copia de mi contrato de arrendamiento o alquilo para verificar mi dirección.

Firma del Padre/Tutor(a): ____________________________ Fecha: ____________

--- Uso de Oficina ---
Student Information

Legal Last Name: ___________________________ First Name: ___________________________ Middle Name: ___________________________

Student ID #: ___________________________ Date of Birth: ___________________________ Gender: ☐ Male ☐ Female Entering Grade: ___________________________

Country of Birth: ___________________________ Previous School: ___________________________ City: ___________________________ State: ___________________________

If you need help answering any question, please ask for assistance.

1. Is the student enrolling for the first time in a U.S. school? ☐ Yes ☐ No
   If born outside the U.S., how many years of school in the U.S. has the student had?

2. Has the student been in an English Language Learner (ELL) program? ☐ Yes ☐ No
   If "Yes": How many years has the student been in an ELL program? __________
   Did the student exit the program? ☐ Yes ☐ No
   If "Yes", what year? __________

3. Is a language other than English spoken in the home on a daily basis? ☐ Yes ☐ No
   If "Yes": Check the box of the language below

☐ 076 Afrikaans (Taal) ☐ 048 Creek ☐ 019 Hungarian ☐ 072 Menominee ☐ 096 Slovenian
☐ 103 Akan (Fante, Asante) ☐ 151 Croatian ☐ 085 Ibo/Ibgo ☐ 146 Mien (Yao) ☐ 135 Sotho
☐ 042 Albanian, Gheg ☐ 098 Crow ☐ 070 Icelandic ☐ 051 Navejo ☐ 001 Spanish
☐ (Kosovo/Macedonia) ☐ 020 Czech ☐ 143 Ionggo (Hiligaynon) ☐ 077 Nepali ☐ 046 Swahili
☐ 093 Albanian, Tosk (Albania) ☐ 041 Danish ☐ 062 Indonesian ☐ 040 Norwegian ☐ 024 Swedish
☐ 029 Dutch/Flemish ☐ 023 Elfe ☐ 003 Italian ☐ 017 Oinawaw ☐ 047 Tswanas/Conosmat/Min Nan (Chinese)
☐ 006 Algonquin ☐ 144 Efik ☐ 011 Japanese ☐ 079 Oneida ☐ 094 Tamil
☐ 105 Amharic ☐ 111 Eskimo ☐ 139 Kache (Kaje, Iju) ☐ 128 Orawa ☐ 086 Telugu (Telegu)
☐ 056 Apache ☐ 064 Estonian ☐ 063 Kannada (Kanarese) ☐ 129 Omi (Orange) ☐ 022 Thai
☐ 010 Arabic ☐ 052 Ewe ☐ 069 Kanuri ☐ 116 Pampangan ☐ 033 Tshwana
☐ 026 Armenian ☐ 031 Farsi (Persian) ☐ 066 Kashmiri ☐ 118 Panjabi (Punjabi) ☐ 053 Patho (Pusho)
☐ 025 Assyrian (Syria, Aramaic) ☐ 044 Finnish ☐ 119 Konkani ☐ 131 Panhzo (Psho) ☐ 009 Pilipino (Tagalog)
☐ 017 Balinese ☐ 148 Fijian/Hokkien (Chinese) ☐ 008 Korean ☐ 072 Pima ☐ 082 Pima
☐ 087 Bengali ☐ 152 Bosnian ☐ 102 Gaelic (Irish) ☐ 142 Kpelle ☐ 004 Polish
☐ 036 Cebuano (Visayan) ☐ 057 Gaelic (Scottish) ☐ 120 Krio ☐ 120 Kurdish ☐ 023 Portuguese
☐ 108 Chamorro ☐ 145 Han (Chinese) ☐ 112 Latvian ☐ 074 Lao ☐ 084 Pueblo
☐ 147 Chaochow/Teochiu (Chinese) ☐ 149 Hainanese (Chinese) ☐ 122 Lingala ☐ 038 Lao ☐ 027 Romanian
☐ 113 Hakka (Chinese) ☐ 124 Haitian-Creole (Chinese) ☐ 017 Lithuanian ☐ 058 Macedonian ☐ 093 Romany (Gypsy)
☐ 097 Cherokee ☐ 080 Hausa ☐ 123 Luganda ☐ 059 Malay ☐ 035 Russian
☐ 090 Chippewa/Ojibawa/Ottawa ☐ 020 Hebrew ☐ 125 Lunda ☐ 060 Malayalam ☐ 013 Samoh
☐ 087 Choctaw ☐ 068 Hmong ☐ 124 Luyia (Luhya) ☐ 058 Macedonian ☐ 077 Serb
☐ 043 Comanche ☐ 095 Hopi ☐ 058 Macedonian ☐ 058 Macedonian ☐ 075 Shawa
☐ 090 Chickasaw
☐ Other, please specify language:

Your signature below certifies that the above information is correct.

Parent/Guardian Name: ___________________________ Signature: ___________________________ Date: ___________________________

For Office Use Only

Processor's initials: __________ Assigned School: __________ Assigned Program: ☐ TBE ☐ TPI ☐ Waiver ☐ Dual Language ☐ Newcomers

Speaking __________ Listening __________ Reading __________ Writing __________ Oral __________ Literacy __________ Composite __________

IPT Oral Score Level __________ IPT Oral Designation __________ IPT Oral Proficiency __________

Revised 9/21/17
Required Documents

**WARNING:**
In Rockford Public School District #205, parents/guardians are required to verify that they reside within the boundaries of the District. A person who knowingly or willfully presents to the Rockford School District any false information regarding the residency of a student for the purpose of enabling that student to attend any school in the district without the payment of a nonresident tuition charge is guilty of a Class C Misdemeanor (105 ILCS 5/10-20.12b(f)

---

**TO BE COMPLETED BY PARENT/GUARDIAN**

<table>
<thead>
<tr>
<th>Student:</th>
<th>Grade:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student:</td>
<td>Grade:</td>
</tr>
<tr>
<td>Student:</td>
<td>Grade:</td>
</tr>
<tr>
<td>Student:</td>
<td>Grade:</td>
</tr>
</tbody>
</table>

(A change of address form must be filled out for each student in the same family – copy this form for filing purposes)

Name of Parent/Guardian:__________________________

Home Phone Number:__________________________ Work Phone Number:__________________________ Cell Phone Number:__________________________

Parent/Guardian Address:__________________________

(Post office box WILL NOT be accepted)

I hereby state that the information given above on this form is a true and correct statement of my legal residence and that I am a parent or the legal guardian of the above student. Should my legal residence change while the above listed student is enrolled in the Rockford Public School District, I will promptly notify the appropriate officials of this school district of the residency change. Further, I understand that a pupil is not legally enrolled until this form is completed and signed by the parent or legal guardian with whom the student resides. I understand that a pupil admitted under false information is not legally enrolled. The person providing the false information is subject to penalty (Class C Misdemeanor) and is responsible for reimbursement to the school district for tuition on behalf of the student.

---

**REQUIRED DOCUMENTS**

- Original or certified copy of a government-issued (not hospital) birth certificate
- State-required “In Good Standing” Student Transfer Certification Form (if coming from another Illinois public school)
- Two proofs of address:
  - ONE OF THE FOLLOWING:
    - Mortgage Closing Papers (must be within last 30 days)
    - Signed and dated lease with cancelled bank statement or proof of last month’s payment (receipt must be within 30 days)
    - “Affidavit of Residence” Form may be used when the person seeking to enroll a student is living with a District resident and the resident presents two of the proofs of address listed below along with a valid ID. Form must be sent to District Legal Office
    - 906 DCFS placement Form
    - F.I.T. Program enrollment form
  - OR
  - TWO OF THE FOLLOWING:
    - Most recent property tax bill and proof of payment
    - Current medical card. Must include current address
    - Utility Bills (issued within last 30 days)
    - Mail received at current address (only ONE piece of mail will be accepted accompanied by medical card or Utility bill)

- UNACCEPTABLE PROOFS OF ADDRESS:
  - Driver’s License
  - Voter’s Registration

**DOCUMENTS THAT ARE PREFERRED BUT NOT REQUIRED:**

- Transcript from previous school
- Current Individualized Education Plan (IEP) for students receiving special education services

The above listed documentation has been verified and the address has been confirmed with the District street listing.

**DISTRICT EMPLOYEE COMPLETING FORM (please check all steps completed)**

- Parent notified if there is a zone change
- Parent decision re: zone changed noted in top right corner of request form (provided own transp., rest of school year or transfer to new school)
- Request form faxed to: Transportation Current School(s) SAC (if zone change) Receiving School

Verified by:__________________________

Full name of District # 205 Employee School/Dept. Date Copies attached to Change of Add Form
Documentación de Residencia

ADVERTENCIA:
Una persona que presenta información al Distrito relacionado a residencia de un estudiante sabiendo que es falsa con el propósito de que el estudiante asista a una escuela del Distrito sin que pague la cuota requerida de un estudiante no-residente es culpable de un delito menor Clase C (105 ILCS 5/10-20.12b(f)). Si se determina que el estudiante no es residente del Distrito y que no se esta pagando la cuota requerida, las personas inscribiendo a el estudiante serán responsables de pagar el saldo de estudiante no-residente a partir de la fecha en la que el estudiante comenzó la asistencia con el Distrito como no-residente.

DEBE SER COMPLETADO POR EL PADRE/APODERADO

<table>
<thead>
<tr>
<th>Estudiante:</th>
<th>Grado:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estudiante:</td>
<td>Grado:</td>
</tr>
<tr>
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</tr>
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</tr>
</tbody>
</table>

(A change of address form must be filled out for each student in the same family – copy this form for filing purposes)

<table>
<thead>
<tr>
<th>Nombre del Padre/Apoderado:</th>
</tr>
</thead>
<tbody>
<tr>
<td># de teléfono de la Casa:</td>
</tr>
<tr>
<td># de teléfono del Trabajo:</td>
</tr>
<tr>
<td># de Celular:</td>
</tr>
<tr>
<td>Dirección del Padre/Apoderado:</td>
</tr>
</tbody>
</table>

(No se acepta Dirección de Correo P.O. Box)

Aquí declaro que la información que he proporcionado en esta forma son declaraciones ciertas y correctas de mi residencia legal y que soy el padre/apoderado legal del estudiante inscrito en esta forma. Si mi residencia legal llega a cambiar mientras los estudiantes enlistados estén inscritos en el Distrito Escolar de Rockford, yo notificare a los oficiales apropiados del distrito escolar del cambio de residencia lo más pronto posible. Además, entiendo que el estudiante no está legalmente inscrito hasta que esta forma sea firmada por el padre/apoderado con quien el estudiante vive. Entiendo que un estudiante admitido bajo información falsa no está legalmente inscrito. La persona proporcionando la información falsa es propenso a una sanción (bajo Clase C (105 ILCS 5/10-20.12b(f)) y es responsable de rembolsar al distrito escolar por las clases recibidas por el estudiante.

Firma del Padre/Apoderado

Fecha

DEBE SER COMPLETADO POR EL DISTRITO ESCOLAR

DOCUMENTOS REQUERIDOS*

- Acta de nacimiento original (No se aceptan certificados del hospital ni bautismal. No se aceptan fotocopias)
- El Estado requiere una Forma de Traslado Estudiantil. (solo se requiere si viene de otra escuela pública de Illinois.)
- Dos Comprobantes de Domicilio
  - UNO DE LOS SIGUIENTES:
    - Contrato de Compra de Propiedad (Mortgage papers)
    - Contrato de Alquiler firmado, fechado y un recibo del último mes o cheque cancelado del banco (dentro de los últimos 30 días)
    - “Carta de Residencia” cuando la persona que busca inscribir a un alumno al Distrito vive con un residente de la ciudad de Rockford. El residente debe traer dos comprobantes de la lista de abajo y su Identificación. (Forma disponible en el Centro de Asignación Estudiantil)
    - 906 DCFS placement Form
    - F.I.T. Program enrollment form
  - DOS DE LOS SIGUIENTES:
    - Recibo de impuestos de Propiedad más reciente y prueba de pago, un cheque cancelado o la Forma 1098
    - Recibos de Utilidades (dentro de los últimos 30 días) (Bil de luz, gas, agua, teléfono, cable, etc.)
    - Tarjeta Medica debe incluir domicilio residente de Padre(s)/Guardián(es)
    - Correo recibido a la nueva residencia (solo UNO de estos será aceptado acompañado por un bil de utilidad o tarjeta medica)

** DOCUMENTACION PREFERIDA PERO NO REQUERIDA:

- Plan de educación especial (IEP) para estudiantes recibiendo servicios de educación especial (si aplica)
- Copia de Calificaciones de la escuela anterior (si aplica)

** Licencias para Conducir, Recibos de Alquiler y Registros de Votación, etc. NO pueden ser usados para verificar su domicilio.

The above listed documentation has been verified and the address has been confirmed with the District street listing.

DISTRICT EMPLOYEE COMPLETING FORM (please check all steps completed)

- Parent notified if there is a zone change
- Parent decision re: zone changed noted in top right corner of request form (provided own transp., rest of school year or transfer to new school)
- Request form faced to: Transportation
- Current School(s)
- SAC(If zone change)
- Receiving School

Verified by: 

Full name of District # 205 Employee

School/Dept. 

Date

Copies attached to Change of Add Form
Affidavit of Residence

To be used when the Person Seeking to Enroll a Student is living with a District Resident.

**Part I:** To be completed by the person seeking to enroll the student(s).

I am the parent/guardian of: ____________________________ DOB __________
_____________________________ DOB __________
_____________________________ DOB __________

I, ____________________________, hereby state that I live at

_____________________________, ____________________________, __________ since

Street Address: ____________________________
City: ____________________________
State: __________

moving from ____________________________ to ____________________________

Street Address: ____________________________
City: ____________________________
State: __________

I live with ____________________________ District resident

reasons (state any and ALL reasons): ____________________________

_____________________________

_____________________________

_____________________________

I cannot provide a lease, purchase property agreement, property tax receipt, a gas, water, phone, or electric bill because: ____________________________

_____________________________

_____________________________

_____________________________

Name of person seeking to enroll student(s)
- printed

Name of person seeking to enroll student(s)
- signature

Date: __________
Part II: To be completed by District resident.

I, _____________________________, hereby state that I live at

District resident

___________________________.

Street Address

City

State:

________________________________________ has lived with me since

Person living with District resident

________________________________________ for the following reasons (state any and ALL reasons):

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

He/she cannot provide a lease, purchase property agreement, property tax receipt, a gas, water, phone, or electric bill because: __________________________

________________________________________________________________________

________________________________________________________________________

Name of District Resident

- printed

Name of District Resident

- signature

Subscribed and sworn before me this

____day of ____________, 20___

__________________________

Notary Public

IMPORTANT:
The School District reserves the right to evaluate the evidence presented.

WARNING:
If a student is determined to be a nonresident of the District for whom tuition must be charged, the persons enrolling the student are liable for nonresident tuition from the date the student began attending a District school as a nonresident.

A person who knowingly enrolls or attempts to enroll in this school district on a tuition-free basis a student known by that person to be a nonresident of the district is guilty of a Class C misdemeanor, except in very limited situations as defined in State law (105 ILCS 5/10-20.12B(e).

A person who knowingly or willfully presents to the School District any false information regarding the residency of a student for the purpose of enabling that student to attend any school in that district without the payment of a nonresident tuition charge is guilty of a Class C misdemeanor (105 ILCS 5/10-20.12b(f).
Families enrolling into the Rockford Public Schools or submitting a *Change of Address Form* must present verification of residency by providing one (1) document from category A or two (2) documents from category B (see below). Staff **should not** accept any substitutions for the items on the list of acceptable proofs of address. At the time of enrollment, registration or change of address, the parent(s)/guardian(s) **must** also present his/her photo ID, i.e. driver’s license or state ID, passport, green card or I-94 to verify they are the guardian of the child being registered.

<table>
<thead>
<tr>
<th>CATEGORY A (ONE OF THESE)</th>
<th>CATEGORY B (TWO OF THESE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mortgage closing papers (homeowners, closing DEED). Intent to purchase will <strong>not</strong> be accepted. (must be within last 30 days)</td>
<td>Most recent Property Tax Bill and proof of payment, e.g. canceled check or Form 1098 (homeowners). <strong>MUST BE WITHIN THE LAST 30 DAYS.</strong></td>
</tr>
<tr>
<td>Signed and dated lease <strong>WITH</strong> proof of last month's payment (receipt <em>must</em> be within last 30 days) or <em>Catholic Charities, Rock Valley Immigration office letter</em></td>
<td>Current medical card(s) <strong>MUST</strong> include the Parent(s)/Guardian(s) current address.</td>
</tr>
<tr>
<td>&quot;Affidavit of Residence&quot; form—used when the person seeking to enroll a student is living with a District resident and the resident presents <strong>two</strong> acceptable proofs of address (form available at the Student Assignment Center)</td>
<td>Utility Bills (must be within last 30 days) *Cell phone bill is acceptable as a utility bill (must be within last 30 days)</td>
</tr>
<tr>
<td></td>
<td>Mail received at current address (only ONE piece of mail will be accepted) postmarked within the last 30 days accompanied by another proof from category B.</td>
</tr>
</tbody>
</table>

**Unacceptable Proof of Address**
- Driver’s license or state I.D.
- Voter's Registration Card
Centro de Bienvenida
Comprobantes Aceptables de Residencia

Los padres de familia que vienen a matricular o tengan que hacer un cambio de domicilio para
sus hijos en las Escuelas Públicas de Rockford deben presentar un (1) comprobante de la
Categoría A o dos (2) de la Categoría B (ver más abajo). Las especialistas del Centro de
Asignación Estudiantil no aceptarán ninguna sustitución de la lista proporcionada abajo. En el
momento de la inscripción, registro o cambio de domicilio, el padre(s)/tutor(es) DEBERÁN
presentar una identificación con su fotografía licencia de conducir, identificación del estado,
pasaporte, etc.

<table>
<thead>
<tr>
<th>CATEGORÍA A (UNO DE ESTOS)</th>
<th>CATEGORÍA B (DOS DE ESTOS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contrato de Compra de casa dentro de los últimos 30 días</td>
<td>Recibo de Impuestos de Propiedad y prueba de pago (cheque cancelado o la forma 1098) DENTRO DE LOS ULTIMOS 30 DIAS.</td>
</tr>
<tr>
<td>Contrato de Alquiler firmado y fechado, y un recibo del pago del reciente mes o cheque cancelado del banco dentro de los últimos 30 días.</td>
<td>Tarjeta(s) médica(s) DEBE incluir domicilio reciente del Padre(s)/Guardián(es).</td>
</tr>
<tr>
<td>*Carta de residencia de las oficinas de Catholic Charities o Rock Valley Inmigración</td>
<td></td>
</tr>
<tr>
<td>Carta de Residencia: Cuando la persona que busca inscribir un estudiante en el Distrito 205 vive con un residente de la ciudad de Rockford, las dos personas necesitan venir al Centro de Asignación Estudiantil para llenar una Declaración Jurada de Residencia (forma disponible en el Centro). El residente de Rockford necesita traer dos comprobantes de residencia de la lista anterior y su identificación con foto.</td>
<td>Recibos de utilidades dentro de los últimos 30 días (luz, gas, teléfono, celular, cable)</td>
</tr>
<tr>
<td></td>
<td>Correo recibido al nuevo domicilio dentro de los últimos 30 días. (Solo UNO de estos será aceptado) acompañado por otro comprobante de categoría B.</td>
</tr>
</tbody>
</table>

*Licencias para conducir y registros de votación, pueden ser obtenidos bajo pretensiones falsas y NO pueden ser usados para verificar su domicilio.