

EMMONS SCHOOL DISTRICT #33

PROOF OF RESIDENCY

Frequently Asked Questions

WHAT IS THE EMMONS RESIDENCY POLICY?

In accordance with the Illinois School Code and Board policy 7:60, the Board of Education of Emmons School District #33 requires that all students attending District 33 schools be legal residents of the district. Registration of a student who is not a resident is considered a fraudulent act. Parents or guardians who fraudulently register a student will be charged tuition in accordance with the amount determined annually by the Board of Education. Further, the District may exclude your child from school. Finally, any person who knowingly enrolls or attempts to enroll a non-resident student in the District or presents to the District any false information regarding the residency of a student commits a Class C misdemeanor and shall be referred for criminal prosecution.

HOW IS RESIDENCY DEFINED?

In order to attend school in Emmons School District #33, a student must reside within the school district boundaries. The Illinois State School Code defines the residence of a student as the “regular, fixed nighttime abode” of the student. The residence of a minor child is presumed to be the legal residence of the parent/guardian who has physical custody of the child.

HOW DO I PROVE RESIDENCY IN THE DISTRICT?

You may verify your residency in person by providing District #33 with two of the following:

- An original closing statement from a mortgage and/or bank indicating the parent, legal guardian or legal custodian’s name. Statement may not be older than 60 days.
 - An original lease indicating the parent, legal guardian or legal custodian’s name. Lease must indicate length of lease. If the parent or legal guardian is not the lessee the lease must indicate the names of all individuals residing at the address. If there is not a lease please provide the landlord verification.
 - A current (within 60 days) utility bill (gas, water or electric) indicating the head of household’s name and service address. We do not accept cell phone bills, cable bills or bank statements.
 - A current tax bill with the property owner’s name and address along with matching photo identification.
 - Current mortgage statement.
 - Current homeowner or renter’s insurance policy (not bill) stating the covered address.
 - If you are residing with a family member and all forms of legal residency are in their names, the district resident must complete a ***Property Owner Verification*** (available on district website). It will also be necessary for the district resident to provide the above items as proof of residency.
 - If you are establishing residency for a student that is not your child please complete the ***Certification of Legal Responsibility*** (available on district website).
- Antioch’s School Resource Officer and/or administrators may conduct a home visit to verify compliance with the Illinois School Residency Code. In order to verify residency, District 33 reserves the right to request additional documents and/or to conduct an investigation.

Because residency can change for students and their families during the school year, District 33 may verify residency at any time.

DO ALL FAMILIES HAVE TO PROVE RESIDENCY?

Yes. Residency verification is a requirement of the Illinois State School Code.

WHAT IF I DO NOT HAVE THE DOCUMENTS REQUIRED TO PROVE RESIDENCY?

All new applicants are required to submit the required proofs of residency. Applicants who do not have the required documents will be asked to return to the center with the appropriate materials in order to register. Emmons School District #33 will not accept any substitutions for items on the list of acceptable proofs.

WHAT SHOULD I IF I DO NOT HAVE A CURRENT UTILITY BILL?

We recommend you bring a copy of the property deed or a mortgage statement from within the last 60 days.

WHAT IF I OWN MY HOME BUT DO NOT HAVE A COPY OF THE DEED?

We recommend you contact the financial institution that handles your mortgage.

WHAT IF I OWN MY HOME AND DO NOT PAY A MORTGAGE?

If you no longer pay a mortgage on your home, you must submit two other approved forms to satisfy the proof of residency requirement.

IS A CABLE OR CREDIT CARD BILL ACCEPTABLE AS DOCUMENTATION?

No. Examples of acceptable documents include utility bills such as electric, gas or water.

WHAT IF MY FAMILY IS HOMELESS?

The proof of residency policy does not apply to homeless students and families. Please contact the District Office 847-395-1105 for assistance with registering your child. If you are staying in a shelter, bring a letter from the shelter staff stating that you are living there.

WILL MY DOCUMENTATION BE KEPT CONFIDENTIAL?

All documents submitted to prove residency will be marked with the student's name and considered part of his or her confidential record. Emmons School District #33 will adhere to the standards of confidentiality set forth in state and federal laws in maintenance of these records.