

Reavis High School

Freshman/Transfer Registration Requirements

Illinois law provides that the residence of a student is deemed to be the same as the residence of the person who has legal custody of the student and permits only students who are residents of the School District to enroll. The person claiming custody must also reside in the District. To assist the District in determining residency and legal custody, this form must be completed. The District may investigate the residency of any student before or after enrollment and require the involved persons to provide additional information to be considered by the District in determining residency. Enrollment is not completed and attendance will not be permitted, until all residency issues are resolved.

All families are required to provide originals for document verification. Copies of the documents will be retained in the student record. **Copies can be made for a flat fee of \$3.00** if you are unable to provide them. Please bring the following documents:

Original Birth Certificate/Birth Abroad Certificate - Passports will NOT be accepted in lieu of a birth certificate/birth abroad certificate. If applicable, custody paperwork must be on file.

Academic Records:

Incoming freshmen must supply a copy of their 8th grade report card along with standardized test scores from 7th or 8th grade. If student is a current freshmen and/or transfer student the following documents must be submitted from your current high school.

1. Physical/Dental
2. Withdrawal
3. ISBE form 33/78 or Letter of Good Standing
4. Unofficial Transcript
5. Current Grades

If Applicable:

1. Special Education-current IEP, last Eligibility, and last Psych Report
2. 504 – current 504 plan
3. ELL – Test scores (if multiple languages are spoken, student must be tested if scores are not provided)

Residency-Household bills must not be more than one month old*

If you own/lease your home/apt, you must provide the following documents:

<i>Category A:</i> MUST PROVIDE 1 DOCUMENT	<i>Category B:</i> MUST PROVIDE 2 DOCUMENTS	
<input type="checkbox"/> Current Real Estate Tax Bill	<input type="checkbox"/> Gas Bill	<input type="checkbox"/> Garbage Bill
<input type="checkbox"/> Current Lease (exp date _____)	<input type="checkbox"/> Electric Bill	<input type="checkbox"/> Homeowners/ Renters Insurance Bill
<input type="checkbox"/> Current Mortgage Statement	<input type="checkbox"/> Water/Sewer Bill	<input type="checkbox"/> Driver's License
<input type="checkbox"/> Military Housing Letter	<input type="checkbox"/> Cable Bill	<input type="checkbox"/> State ID
<input type="checkbox"/> Section 8 Letter	<input type="checkbox"/> Pay Check Stub	

Year in School: _____

D.O.B.: _____

First Name: _____

Last Name: _____

Telephone Number: _____

Home Address: _____

Last School Attended: _____

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In addition to the documents below, the attached Reavis Affidavit of Residence must be completed by the Homeowner/Lessee and the letter must be notarized. A home visit will also be scheduled.

If the family is living with someone, the homeowner/lessee must provide the following documents:

Category A: MUST PROVIDE 1 DOCUMENT	Category B: MUST PROVIDE 2 DOCUMENTS	
<input type="checkbox"/> Current Real Estate Tax Bill	<input type="checkbox"/> Gas Bill	<input type="checkbox"/> Garbage Bill
<input type="checkbox"/> Current Lease (exp date _____)	<input type="checkbox"/> Electric Bill	<input type="checkbox"/> Homeowners / Renters Insurance Bill
<input type="checkbox"/> Current Mortgage Statement	<input type="checkbox"/> Water/Sewer Bill	<input type="checkbox"/> Pay Check Stub
<input type="checkbox"/> Military Housing Letter	<input type="checkbox"/> Cable Bill	<input type="checkbox"/> Driver's License
<input type="checkbox"/> Section 8 Letter		<input type="checkbox"/> State ID

In addition to the homeowner/lessee documents, the parent must also provide two of the following documents:

<i>Category B:</i> MUST PROVIDE 2 DOCUMENTS	
<input type="checkbox"/> Gas Bill	<input type="checkbox"/> Garbage Bill
<input type="checkbox"/> Electric Bill	<input type="checkbox"/> Homeowners / Renters Insurance Bill
<input type="checkbox"/> Water/Sewer Bill	<input type="checkbox"/> Pay Check Stub
<input type="checkbox"/> Garbage Bill	<input type="checkbox"/> Driver's License
<input type="checkbox"/> Cable Bill	<input type="checkbox"/> State ID

WARNING AND AFFIRMATION:

Illinois law has made it a crime, punishable by imprisonment and fine, to knowingly or willfully present any false information regarding the residence 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. The District will seek prosecution to the full extent of the law of any person who the District believes has committed any residency-related crime. Additionally, a civil lawsuit may be initiated by the District.

I affirm that I live within the boundaries of Reavis High School and that the information presented in this Affidavit and in connection with any investigation of my residency or the residency of the student is true, complete and accurate.

Date: _____

Signature of the Person Claiming Custody of the Student and With Whom the Student Lives within the Boundaries of Reavis High School

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SSD Support Staff/Guidance/Freshman Registraton Requirements