

# Reavis High School

## New Student Registration Requirements

Date \_\_\_\_\_

*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 new families are required to provide the following original documents to register for school:**

- Original Birth Certificate (if foreign BC not available, Passport is accepted)
- Custody paperwork if biological parents are not married. A current tax return is accepted if you do not have divorce papers of legal custody agreement.

**School Records**

**We need the following documents if the student receives special services:**

- Special Ed-current IEP, last Eligibility and last psych report
- 504-current 504 plan
- ELL-Test scores (if multiple languages are spoken, student must be tested)

**9<sup>th</sup> grade student that has never attended high school**

- Final 8<sup>th</sup> grade report card
- Standardized testing (7<sup>th</sup> or 8<sup>th</sup> grade)
- Freshman Physical

**All students that have previously attended high school**

- ISBE Form 33-78 (3/15) or letter of good standing from last school attended.
- Withdrawal form (if provided)
- Unofficial Transcripts
- Freshman Physical

**All families must verify that they reside within the district boundaries to attend Reavis. Expired documents will not be accepted. Copies can be made for a flat fee of \$3. Household bills must not be more than one month old. The following documents must be provided to verify residency:**

**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"/> Insurance Bill
<input type="checkbox"/> Current Mortgage document (pmt. book)	<input type="checkbox"/> Water/Sewer Bill	<input type="checkbox"/> Credit Card Bill
<input type="checkbox"/> Military Housing Letter	<input type="checkbox"/> Phone Bill	<input type="checkbox"/> Pay Check Stub
<input type="checkbox"/> Section 8 Letter	<input type="checkbox"/> Cable Bill	<input type="checkbox"/> City Sticker Recpt
	<input type="checkbox"/> Vehicle Registr.	<input type="checkbox"/> Driver's License/State ID
	<input type="checkbox"/> Bank Statement	

**(Continued on back page)**

Year in School: \_\_\_\_\_

D.O.B.: \_\_\_\_\_

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Home Address: \_\_\_\_\_

Last School Attended: \_\_\_\_\_

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## New Student Registration Requirements

If the family is living with someone, the homeowner/lessee 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"/> Insurance Bill
<input type="checkbox"/> Current Mortgage document (pmt. book)	<input type="checkbox"/> Water/Sewer Bill	<input type="checkbox"/> Credit Card Bill
<input type="checkbox"/> Military Housing Letter	<input type="checkbox"/> Phone Bill	<input type="checkbox"/> Pay Check Stub
<input type="checkbox"/> Section 8 Letter	<input type="checkbox"/> Cable Bill	<input type="checkbox"/> City Sticker Recpt
	<input type="checkbox"/> Vehicle Registr.	<input type="checkbox"/> Driver's License/State ID
	<input type="checkbox"/> Bank Statement	

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"/> Insurance Bill
<input type="checkbox"/> Water/Sewer Bill	<input type="checkbox"/> Credit Card Bill
<input type="checkbox"/> Phone Bill	<input type="checkbox"/> Pay Check Stub
<input type="checkbox"/> Cable Bill	<input type="checkbox"/> City Sticker Recpt
<input type="checkbox"/> Vehicle Registr.	<input type="checkbox"/> Driver's License/State ID
<input type="checkbox"/> Bank Statement	

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

**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