

Community Consolidated School District 146



PROOF OF RESIDENCY REQUIREMENTS

All families must prove residency prior to screening for Early Learning programming. In order to complete residency requirements, please bring the following documents to the Administration Center:

- 1) **Child's original birth certificate**
- 2) **Parent/Guardian Photo ID**
- 3) **One** Category One document (see examples below)
- 4) **Three** Category Two documents (see examples below)

Note: All Category Two documents must include parent/guardian name and address, and the information must match the Category One information

Category One (examples)	Category Two (examples)
lease statement	paycheck stub
mortgage statement	current utility bill (electric, gas, water, etc.)
real estate tax bill	insurance documents
	bank statement

Residency documents will be accepted electronically to registration@district146.org or may be dropped off in-person Monday through Friday, 8:00am-3:00pm. If you need assistance or translation services, please contact Karen Jemilo at: (708) 614-4500 ext. 3104 or send an email to kjemilo@district146.org

Are you living with a friend or family member?

If a child's parent/guardian is not the district resident, and the family is residing with someone else within the district, the following documents are required:

- A district affidavit certified by a Notary Public, filled out by the parents and district registrar.
- Current lease, mortgage or tax statement in the name of the district resident
- Current photo ID of parent/guardian.
- Current photo ID of district resident.
- Three (3) recent documents with address in the name of the district resident.
- Three (3) recent documents with matching address in the name of the parent/guardian.

Both the parent and district resident must be present during the residency process.

Is your family homeless?

Homeless students include, but are not limited to, children who are:

- Sharing the housing of other persons due to lack of housing or economic hardship
- Living in motels, hotels or trailer parks due to lack of adequate accommodations
- Living in emergency or transitional shelters
- Awaiting foster care placement
- Staying in public or private places not ordinarily used as sleeping accommodations
- Living in cars, parks, abandoned buildings, substandard housing or similar settings
- Not residing in a fixed, regular and adequate nighttime residence.

If your child is homeless, please contact Wendy Wolgan at (708)614-4500 for assistance.