



Marion Community Unit School District # 2
1700 West Cherry Street
Marion, Illinois 62959



To attend Marion CUSD 2 schools on a tuition-free basis, a student must reside within the boundaries of the district. To be a legal CUSD 2 resident, a child must reside within the school district with:

A natural or adoptive parents listed on the birth certificate, or

- A court-ordered guardian, or
- An adult that receives public aid on behalf of the child, or
- An adult who has assumed and exercises responsibility for the child and provides him/her with a fixed, night time abode. The child must eat and sleep at the adult's residence on a regular basis, and not for the sole purpose of having access to Marion CUSD's educational programs.

Property owners in CUSD 2 who do not live at the property are **NOT** legal residents and their children do **NOT** qualify to attend school on a tuition-free basis. Proof of residency is part of the registration process for new and returning students. Proof of residency includes providing documentation to show you live within the district boundaries. **Copies of two (2) current documents that show your name and address must be provided:**

- **One of the following:** real estate tax bill, signed lease, mortgage document or payment book, residency attestation, military housing letter, or section 8 letter, **and**
- **One of the following:** gas bill, electric bill, water/sewer bill, phone bill, cable bill, vehicle registration, bank statement, public aid card, Medicaid card, food stamp card, credit card statement, pay check stub, driver's license/state ID.

Residency attestations are used when a lease is not available. Attestation forms may be picked up at the Administration Office, 1700 W. Cherry St., Marion OR in each school's office. The district may require a home visit and/or additional documentation to verify residency.

Please contact the registration staff if you are having trouble collecting these documents. For more information about residency requirements, call (618) 993-2321.

Families of students enrolling in the district for the first time must present a certified copy of the student's birth certificate. The certified copy of the birth certificate shall be required within thirty (30) days of the student registration date.

- Students transferring into the district must be in "good standing" at their previous school. Students on suspension or expulsion must serve the entire term of any suspension or expulsion prior to registering.
- The parent/guardian of a homeless child has the right to register the child in the school the student was attending when he/she became homeless or the local attendance area school based on where they are currently living. Homeless children qualify for additional services under the McKinney-Vento Act. Please contact Special Services at (618) 993-2321 for more information.
- Non-resident students may attend CUSD 2 schools upon approval of a request for non-resident admission. Admission is on a year-to-year basis and students are accepted only if there is sufficient room. The family is charged the maximum amount of tuition allowed by state law and transportation is not provided.
- If a student whose family moves out of the district during the school year is permitted to attend school tuition-free for the remainder of the school year. If the change of residence is due to a military obligation of the person with legal custody of the child, the child may maintain his/her residence for the purpose of registration and enrollment as determined prior to the military obligation if a request is made in writing.

ILLINOIS STATE BOARD OF EDUCATION
AFFIDAVIT OF ENROLLMENT AND RESIDENCY

This affidavit form may be used if you are an adult who has assumed responsibility for a pupil and provide the pupil with a fixed, night-time abode, for reasons other than access to the educational programs of the school district.

This form should *not* be used, however, if you are the natural or adoptive parent of the pupil, have been granted court-ordered custody or guardianship, or are receiving public aid on behalf of the pupil. For these situations, you are only required to provide documentation (such as a birth certificate or court order), without the need of an affidavit like this one.

This form is also *not* required for pupils who are sharing the housing of others due to lack of housing, economic hardship, or similar reason, or are otherwise homeless as defined in state and federal law. **Homeless pupils must be enrolled immediately.**

If you have *any* questions about residency, including homelessness, please contact the Illinois State Board of Education's Educator and School Development Division at (217) 782-2948.

I, _____, reside at _____
Name of Adult *Address*
which is located within the boundaries of _____
School District

Provide the appropriate information and check each of the following:

- I am at least 18 years of age.

- I have provided proof in the form(s) of _____
Proof of Residency
that I am a resident of _____
School District

- I have assumed and exercise responsibility for _____
Name of Pupil

- I provide a fixed, night-time abode for _____
Name of Pupil

- _____ is not living with me for the purpose of having access to the educational programs
Name of Pupil
of the school district.

- I understand that knowingly or willfully providing false information to a school district regarding the residency of a pupil for the purpose of enabling that pupil to attend any school in that district without the payment of nonresident tuition is a Class C misdemeanor.

- I understand that knowingly enrolling or attempting to enroll a pupil in the school of a school district of a tuition free basis when I know that pupil to be nonresident of the school district, unless the nonresident pupil has a lawful right to attend, is a Class C misdemeanor.

_____ <i>Date</i>	_____ <i>Signature of Adult</i>	_____ <i>Adult (Print Name)</i>
_____ <i>Date</i>	_____ <i>School District Employee (Signature)</i>	_____ <i>School District Employee (Print Name)</i>