



CENTRALIZED ENROLLMENT OFFICE  
203 W. Hillside Road, Naperville, IL 60540 - 630.548.4320

## CHANGE OF ADDRESS

### Residency Documentation HOMEOWNERS

Please find below a list of documents necessary to verify residency in Naperville School District 203.

#### **RESIDENCY DOCUMENTS**

- Affidavit #1 – Verification of Residence in District 203

#### **Category I** (One document required)

- Most recent property tax bill, identifying the **address and proof of payment** – *i.e. canceled check/receipt*

**OR**

- Mortgage papers identifying the address – *i.e. Deed, Closing Settlement Statement, most recent mortgage statement*

**AND**

#### **Category II** (Two documents showing current address must be provided within 30 days of enrollment)

- Most recent utility bill; gas, electric or water

**AND** one of the following

- Most recent cable service bill
- Most recent bank statement
- Most recent credit card bill
- Current homeowner's insurance policy and proof of premium payment

- Enrollment Form for Change of Address

**A driver's license, state ID or other acceptable photo identification must be provided by all.**

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## AFFIDAVIT #1 Verification of Residence in the District

I, \_\_\_\_\_, do hereby swear, **under penalty of perjury**, and attest that:  
\_\_\_\_\_ is a child who lives with me at the following address:  
\_\_\_\_\_, Illinois.

\_\_\_\_ I have provided evidence of my residency pursuant to the requirements of Naperville Community Unit School District 203 by producing copies of:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**OR**

\_\_\_\_ I am unable to provide evidence of my place of residence for the following reasons:

\_\_\_\_\_  
\_\_\_\_\_

**(If this item checked, must provide AFFIDAVIT #3 FROM THIRD PARTY evidencing residency)**

II. This child does the following at the residence specified above:

\_\_\_\_ Eats meals regularly                      \_\_\_\_ Sleeps overnight regularly  
\_\_\_\_ Spends weekends regularly              \_\_\_\_ Spends summers regularly

III. My relationship to this child is:

\_\_\_\_ Birth or adoptive parent (birth certificate required)  
\_\_\_\_ Legal guardian (certified court document required)  
\_\_\_\_ Other \_\_\_\_\_

**I further hereby swear and attest, under penalty of perjury**, that I understand that, under provisions of the Illinois School Code, 105 ILCS 5/10-20.12b(b), (e), and (f), a person who misrepresents his or her residence for the purpose of school attendance is guilty of a Class C misdemeanor and that the District is required to collect tuition from any such person.

**I also understand** that school district staff will evaluate my responses to the above request for information, along with other information available, to determine whether this child qualifies for attendance in the school district and that particular information provided does not guarantee school admission.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## CHANGE OF ADDRESS

STUDENT ID	HOUSEHOLD NAME	GRID CODE	ENROLLMENT SCHOOL	CURRENT GRADE LEVEL	GRAD YEAR	HOME SCHOOL	TODAY'S DATE
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ABOVE INFORMATION FOR OFFICE USE ONLY



**NAPERVILLE COMMUNITY UNIT SCHOOL DISTRICT 203 CHANGE OF ADDRESS INFORMATION FORM**

STUDENT'S LEGAL NAME as it appears on the birth certificate (Last, First, Middle)			BIRTHDATE		GENDER		AGE	
STREET ADDRESS IN DISTRICT 203						FOR OFFICE USE ONLY:		
Address _____ Apt. # _____								
City _____		State _____		Zip _____				
PARENT/GUARDIAN STUDENT LIVES WITH (PARENT #1)		RELATIONSHIP TO STUDENT		PARENT/GUARDIAN STUDENT LIVES WITH (PARENT #2)		RELATIONSHIP TO STUDENT		
CELL PHONE # _____ HOME PHONE # _____ WORK PHONE # _____		CELL PHONE # _____ HOME PHONE # _____ WORK PHONE # _____		CELL PHONE # _____ HOME PHONE # _____ WORK PHONE # _____		CELL PHONE # _____ HOME PHONE # _____ WORK PHONE # _____		
PRIMARY EMAIL ADDRESS: _____				PRIMARY EMAIL ADDRESS: _____				
JOINT/NON-CUSTODIAL PARENT/GUARDIAN		RELATIONSHIP TO STUDENT		CELL PHONE # _____ HOME PHONE # _____ WORK PHONE # _____		CELL PHONE # _____ HOME PHONE # _____ WORK PHONE # _____		
ADDRESS, CITY, STATE, ZIP				LEGAL RIGHTS TO DISTRICT MAILINGS				
				YES                      NO				
PRIMARY EMAIL ADDRESS: _____				IF THERE IS A CHANGE IN FAMILY STATUS, CUSTODY DOCUMENTATION/PARENTING AGREEMENT, MUST BE PROVIDED.				

The information within this document is correct and to the best of my knowledge. **X** \_\_\_\_\_

SIGNATURE OF PARENT/GUARDIAN