

**Lick Creek CCSD #16**  
**2024 -2025 Proof of Residence**

The Illinois State Board of Education requires school districts to develop procedures that will be used to determine pupil residency. Lick Creek Elementary School is required to verify the address submitted by parents/guardians at the time of registration. Addresses that are provided to the school should be the 911 address of residence. Post office box addresses are **not** acceptable.

All parents and guardians will be required to sign an Affidavit of Residence before enrolling students for the 2024-25 school year. In addition to signing an Affidavit of Residence certifying that their child resides in Lick Creek School District, parents must also offer proof of residency by submitting a copy of one of the following items that shows legal residency within the Lick Creek School District:

1. Driver's license
2. Property tax bill
3. Signed and dated lease and proof of last month's payment for renters
4. Most recent utility bill
5. Voter Registration Card

If a student does not live with his/her parent(s), a parent will be required to complete an Affidavit of Transfer of Custody and Control. If a parent has transferred custody of their student to a guardian or custodian, the guardian or custodian must complete the Guardian or Custodian Affidavit. These forms must be completed before enrollment in the Lick Creek School district is permitted. Upon completion of these forms, the child must live, eat, and sleep at the reported address during the time he/she is attending Lick Creek Elementary School.

**Affidavit of Residence**

I/we, \_\_\_\_\_, having first been sworn upon my/our oath  
depose and say as follows:

That (I am)/(we are) the parent(s), foster parent(s), or court ordered legal guardian(s)  
Of \_\_\_\_\_, age \_\_\_\_\_, and (his/her) residence is  
\_\_\_\_\_ (Street address), of City (Village)  
\_\_\_\_\_, Union County, Illinois, within the territorial boundaries of

**Lick Creek Community Consolidated School District #16, Union County, Illinois.** That the  
said child’s residence within the said school district has not been established solely for the  
purpose of attending the schools thereof. That the following facts are sworn to in order to permit  
the said school district to enroll the said child in the school of said district as a resident.

**I do hereby certify that, as a parent or legal guardian of the child enrolling at LICK CREEK  
CCSD #16, Union County, IL, I have read *District Policy 7:60* defining residency  
requirements; and I do hereby certify that my child is in compliance with the above  
policy.** Yes \_\_\_ No \_\_\_

Length of time the child has resided at the above address: \_\_\_\_\_

The child eats (his)/(her) meals regularly at said residence. Yes \_\_\_ No \_\_\_

The child sleeps regularly at said residence. Yes \_\_\_ No \_\_\_

The child spends (his)/(her) weekends regularly at said residence. Yes \_\_\_ No \_\_\_

The child spends (his)/(her) summers regularly at said residence. Yes \_\_\_ No \_\_\_

Mark one of the following if it describes (a) your child’s current living situation; or (b) your living  
situation if you are a youth not living with a parent/guardian.

- \_\_\_\_\_ With relatives or others due to lack of housing      \_\_\_\_\_ Shelter
- \_\_\_\_\_ Motel/hotel, campground, or other due to lack of housing      \_\_\_\_\_ Temporary shelter waiting on  
DCFS placement
- \_\_\_\_\_ Train, bus station, park, or in a car      \_\_\_\_\_ Other \_\_\_\_\_
- \_\_\_\_\_ Abandoned apartment/building      \_\_\_\_\_ Disaster Victim? Explain \_\_\_\_\_

***Illinois law provides that a person who knowingly or willingly presents to any school district any false  
information regarding the residency of a pupil for the purpose of enabling that pupil to attend any school in  
that district without the payment of a non-resident tuition charge shall be guilty of a Class C misdemeanor  
which is punishable by not more than \$1,500 and/or not more than 30 days jail time.***

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date