



NEW TRIER TOWNSHIP HIGH SCHOOL DISTRICT 203

STUDENTS

RESIDENCY

The right to attend school tuition-free at New Trier High School is extended to residents who live within the District 203 boundaries. The Illinois School Code provides that a student's residence is deemed to be the residence of a person who has legal custody of him or her. Legal custody exists in the following situations:

1. The student resides with a natural or adoptive parent who has custody.
2. The student resides with a person other than a parent for reasons other than to have access to the educational programs of the District, and that person has been granted custody by a court of competent jurisdiction. Custody may exist under a statutory short-term guardianship provided that the court grants permanent custody within sixty days of enrollment.
3. The student resides with an adult caretaker relative for purposes other than to have access to the educational programs of the District.
4. The student resides with an adult who has demonstrated that, in fact, he or she has assumed and exercises legal responsibility for the pupil and provides the pupil with a regular fixed night-time abode for purposes other than to have access to the educational programs of the District.

Students may also attend school tuition-free in the following circumstances:

1. Students who are wards of the state and are placed with a foster parent or in another type of child care facility in the District will be permitted to attend school on a tuition-free basis. Tuition-free attendance will also be permitted if the Department of Children and Family Services has guardianship of a student who no longer resides in the District and that agency determines that is in the student's best interests to continue enrollment at New Trier High School.

2. Students whose change of residence is due to the military service obligation of a person who has legal custody of the pupil, will be considered to be residents of the District in which they resided immediately before the change of residence caused by the military service obligation upon the written request of the person having legal custody of the pupil. A school district is not responsible for providing transportation to or from school for a pupil whose residence is determined under this provision.
3. If at the time of enrollment, a dependent of United States military personnel is housed in temporary housing located outside of the District, but will be living within the District within 60 days after the time of initial enrollment, the child will be allowed to enroll and will not be charged tuition.
4. Foreign students accepted into a New Trier approved foreign exchange program and subsequently accepted by New Trier through a prior agreement with the foreign exchange agency may attend school tuition-free if domiciled in the District.

Verifying Residency

To establish student residence within the District, except with regard to the aforementioned exceptions, the person who has legal custody of the student must be domiciled within District boundaries. Information establishing both domicile and legal custody must be presented to the District upon request.

1. Where questions arise about the residency of students already enrolled, the person responsible for enrollment will also be required to provide appropriate information and documentation. Advisers and others who have regular contact with students will be instructed to direct any questions or concerns about student residency to the attention of the Assistant Principal for investigation.
 - A. When questions of residency arise, the Superintendent or designee may require the student and other appropriate individuals to complete the residency questionnaires and/or affidavits and to provide documents or other information relevant to a determination of residency. Such individuals may be required to attest to residency under oath and to provide timely information. Based on all the information available to the District, the Superintendent or designee shall make an initial determination as to residency.
 - B. If the Superintendent or designee determines that a current student is not a resident, the person who enrolled the student shall be notified by certified mail, return receipt requested, of that determination and of the amount of tuition owed. That person shall be entitled to a hearing before the Board or a hearing officer designated by the Board in accordance with requirements of the Illinois School Code.

- C. Pending a final decision by the Board following a hearing, the student shall be permitted to continue attending school on a tuition-free basis. If the Board determines that the student is not a resident, the person enrolling him or her shall be responsible for paying all tuition owed. At its option, the Board may decide whether to permit the student to continue attending school if tuition is paid.
2. If questions of residency arise before a student is enrolled, tuition-free enrollment will be denied until residency is established.
3. A person who knowingly or willfully presents to the District any false information regarding the residency of a pupil for purposes of enabling that pupil to attend any school in the District without payment of the nonresident tuition charge will be guilty of a Class C misdemeanor.

Documentation of Legal Custody

1. If both parents reside in the District, no further proof of legal custody will normally be required.
2. If parents are separated or divorced and only one lives in the District, proof that the parent in the District has custody may be required. Joint custody may be sufficient.
3. If the person with whom the student resides is not the parent, thorough investigation may be required to determine if the student is actually a resident. Both the person with whom the student is domiciled and the parent, if available, should be asked to complete a residency affidavit and to provide information requested in the affidavit.

Completion of Academic Year

Resident students whose parents/guardians move out of the District during the academic year may complete that year at New Trier without payment of tuition. This non-tuition, out-of-district enrollment is allowed only for the completion of the academic year in which the move occurs and cannot be extended.

Exceptions

Exceptions to this policy will be recognized in the following circumstances:

1. If the student is homeless,
2. If the Board of Education has entered into a joint agreement with the student's District.
3. If the person seeking to enroll a student plans to move into the District but will not take possession of their residence until after the student is scheduled to begin classes, enrollment will be permitted only upon tender of a check for one semester's tuition.

- a. If the person and student move into their new residence and present proof of residence to the District within 60 calendar days of enrollment, the District will return their tuition check in full.
- b. If the person and student move into their new residence after this 60 calendar day period has expired, they will be charged tuition for the period they were not residents and a prorated amount of their tuition will be returned.
- c. To qualify students for enrollment in District 203, the parents must furnish to the Superintendent or designee one of the following an agreement to purchase residential property in District 203, signed by seller and parents/ guardians as buyer, which recites a closing date within 60 calendar days after the enrollment date;

a copy of a lease, signed by landlord and parents/guardians as tenant, giving the parents/guardians occupancy of a house or apartment in District 203 within 60 calendar days after the enrollment date;

or a copy of an agreement with a building contractor, signed by the contractor and parents/guardians, for the construction of a dwelling in District 203 with a contract including a substantial completion date of not later than 60 calendar days after the enrollment date.
- d. Upon appeal, tuition may be extended for a second semester with the same provisions as for first semester. The first semester's tuition payment, however, will not be refunded. Under no circumstances may tuition be extended beyond one full school term.

Nonresident Tuition Students

The Board of Education does not permit enrollment of nonresident students on a tuition basis. Rare exceptions may be made at the discretion of the Superintendent where extenuating circumstances exist and space permits. The Superintendent's decision to admit or deny tuition students pursuant to this policy and any relevant procedures is final.

Homeless Students

Homeless students will be immediately admitted to New Trier, even if the student or student's parent/guardian is unable to produce the records that are normally required to establish residency. New Trier may require parents or guardians of a homeless child to submit an address or such other contact information as the District may require from parents or guardians of non-homeless children. New Trier will then immediately contact the school last attended by the student to obtain relevant academic and other records. If the student needs immunizations or to provide immunization and medical records, the student will immediately be referred to the Liaison for Homeless Children who will assist in obtaining this information. Board policy 7-65 contains additional information regarding the education of homeless students.

Special Education Students

Special education students are considered residents in accordance with one of the following circumstances:

1. The resident district is the school district in which the parent or guardian, or both the parent and guardian, of the student reside when:
 - a. The parent has legal guardianship of the student and resides within Illinois; or
 - b. An individual guardian has been appointed by the courts and resides within Illinois; or
 - c. An Illinois public agency has legal guardianship and the student resides either in the home of the parent or within the same district as the parent; or
 - d. An Illinois court orders a residential placement but the parents retain any legal rights or guardianship and have not been subject to a termination of parental rights order.

In cases of divorced or separated parents, when only one parent has legal guardianship or custody, the district in which the parent having legal guardianship or custody resides is the resident district. When both parents retain legal guardianship or custody, the resident district is the district in which either parent who provides the student's primary regular fixed night-time abode resides, provided that the election of residence district may be made only one time per year.

2. The resident district is the school district in which the student resides when:
 - a. The parent has legal guardianship but the location of the parent is unknown; or
 - b. An individual guardian has been appointed but the location of the guardian is unknown; or
 - c. The student is 18 years of age or older and no legal guardian has been appointed; or
 - d. The student is legally an emancipated minor; or
 - e. An Illinois public agency has legal guardianship and such agency or any court in this State has placed the student residentially outside of the school district in which the parent lives.

In cases where an Illinois public agency has legal guardianship and has placed the student residentially outside of Illinois, the last school district that provided at least 45 days of educational service to the student shall continue to be the district of residence until the student is no longer under guardianship of an Illinois public agency or until the student is returned to Illinois.

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