

Student Eligibility for Admission

Section A - Introduction

In order to attend the Glenbrook High Schools, on a tuition-free basis, a student is required to be a lawful resident, within the boundaries of ~~Glenbrook Northfield Township High School District No. 225~~, under the provisions of 105 ILCS 5/10-20.12b, ~~except as provided otherwise in State law~~. Residency: Payment of Tuition.

As used in this policy and procedures, the term superintendent or principal includes the designee of the superintendent or principal.

Section B - Definitions of a District Resident

The residency of a person who has legal custody of a pupil is deemed to be the residence of the pupil. ~~105 ILCS 5/10-20.12b. A student whose custodial parent, or person who has legal custody of a student as described under the provisions of 105 ILCS 5/10-20.12b, Residency: Payment of Tuition, is a resident within the district and will be presumed to be a district resident for purposes of this policy.~~ If the student's legal custodian(s) does not reside in the district or if any doubt arises as to the student's residency, the district may require that additional supporting documentation be provided evidencing residency within the district. Such information and documentation will be subject to verification by the district. ~~The Illinois School Code states, "A person who knowingly or willfully 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 nonresident tuition charge shall be guilty of a Class C misdemeanor." (105 ILCS 5/10-20.12b).~~ As used in this policy and procedures, the term ~~superintendent or principal~~ includes the designee of the superintendent or principal.

Except in limited situations, "a person who knowingly enrolls or attempts to enroll in the schools of a school district on a tuition free basis a pupil known by that person to be a nonresident of the district shall be guilty of a Class C misdemeanor." 105 ILCS 5/10-20.12b(e).

"A person who knowingly or wilfully 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 nonresident tuition charge shall be guilty of a Class C misdemeanor." 105 ILCS 5/10-20.12b(f).

Section C

A student 18 years of age or older may independently establish individual residency without reference to ~~their~~ his/her parents' residency. 755 ILCS 5/11-1.

Section ~~CD~~ - Required Enrollment Documentation

1. Any student enrolling in the district shall be required to provide such information and documentation as deemed necessary by the district's representative who shall determine whether the student is eligible for attendance before the student may be enrolled, subject to the provisions of Section ~~GJ~~.
2. Prior to being admitted, any student enrolling in the district shall be required to produce an official birth certificate, or other official documentation proving their age.

3. The school district validates residency affirmations as submitted by families on an ongoing basis, and shall request additional documentation from the student's family should it be deemed necessary by the superintendent.

Section DE - Nonresident Students

A nonresident student may, at the discretion of the superintendent ~~or his designee~~, be permitted to begin attending the schools of the district if ~~their~~ ~~his/her~~ legal custodian substantiates, by adequate documentation, that residency will be established by the end of the first semester of the school year. Adequate documentation includes, but is not limited to, the required residency documentation outlined in Section C of this policy ~~the Procedures for Implementing Board Policy 8010~~.

~~Prior to~~ ~~However, the student may not commence~~ attending the schools of the district, ~~until~~ nonresident tuition is ~~as outlined in Section I of this policy must be~~ pre-paid (by cashier's check) for the first semester by the legal custodian. ~~Such payment shall be deposited in the accounts of the district.~~

1. If residency is established by the end of the first semester, the pre-paid tuition will be refunded, on a pro rata basis.
2. If residency is not established by the end of the first semester, ~~there will be no refund of pre-paid tuition and~~ the student's attendance shall terminate at the end of ~~that the then current~~ semester. ~~A student may request to attend for one additional semester, with the pre-payment of tuition as previously described, and the submission of adequate documentation that residency will be established by the end of that additional semester. No further extensions will be permitted. unless either actual residency is established or tuition is prepaid for the ensuing semester.~~

If a determination of non-residency has been made, the legal custodian(s) of the student, or the student who is at least 18 years of age, may request a hearing to review the determination of non-residency status. The procedures for requesting a hearing are set forth in procedures to this policy.

A student who becomes a nonresident during the school year may complete that year without payment of tuition provided that the student was previously a resident under the provisions of 105 ILCS 5/10-20.12ab.

A student who becomes a non-resident immediately proceeding the conclusion of the junior year, may be enrolled for the senior year. The following conditions apply to this situation:

1. The student has completed their junior year, on a tuition-free basis, as a legal resident of the district; and
2. The student's legal custodian(s) submit a letter to the superintendent which indicates:
 - a. their request that the student be permitted to complete their final year of high school at one of the district's schools; and
 - b. their agreement to pre-pay nonresident tuition as defined in Section H of this policy;
3. Instructional space and personnel are available;
4. The welfare of the student is best served by such admission and such admission will not be adverse to the best interests of the district; and
5. The student's legal custodian(s) agree that transportation will be the responsibility of the legal custodian(s).

The Board of Education reserves the right to place a non-resident student in the school, which best meets the needs and conveniences of the district. The Board of Education reserves the right to terminate the enrollment of the tuition student at the end of any semester for any reason so long as such termination is not contrary to law. No such determination by the Board shall be deemed precedential.

Section F

~~A student who becomes a nonresident during the school year may complete that year without payment of tuition provided that the student was previously a resident under the provisions of 105 ILCS 5/10-20.12ab.~~

Section E - Students of Military Personnel

Military personnel who have changed residence due to a military service obligation may submit a written request to allow their student(s) to continue to attend the district schools, under the provisions of 105 ILCS 5/10-20.12b(a-5). The student(s)'s residence will be deemed to be unchanged for the duration of the custodian's military service obligation. Transportation will remain the responsibility of the legal custodian(s). If, at the time of enrollment, a dependent child of 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 is allowed to enroll, subject to the requirements of State law, and must not be charged tuition. 105 ILCS 5/10-22.5(a-5).

Section FG - Students Designated as Homeless

A student, who has conclusively been determined to be "homeless" within the meaning of federal or state law, shall be enrolled without payment of non-resident tuition. The enrollment of the "homeless" student shall not be delayed due to lack of legal guardianship or student records, under the provisions of 105 ILCS 5/10-20.12gb.

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Section H

~~Military personnel who have changed residence due to a military service obligation may submit a written request to allow their student(s) to continue to attend the Glenbrook High School District 225 schools, under the provisions of 105 ILCS 5/10-20.12b(a-5). The student(s)'s residence will be deemed to be unchanged for the duration of the custodian's military service obligation. Transportation will remain the responsibility of the parent(s)/legal guardian(s). If, at the time of enrollment, a dependent child of 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 is allowed to enroll, subject to the requirements of State law, and must not be charged tuition. 105 ILCS 5/10-22.5(a-5).~~

Section I

~~If a determination of non-residency has been made, the legal custodian of the student, or the student who is at least 18 years of age, may request a hearing to review the determination of non-residency status. The procedures for requesting a hearing are set forth in procedures to this policy.~~

Section GJ - Students Unable to Establish Residency

If residency has not been clearly established, a student will not be permitted to enroll and begin attendance in the district unless Section E or FG is applicable. However, in extraordinary circumstances where residency verification has not been completed for good cause shown and which is beyond the control of the legal custodian, attendance may be permitted upon pre-payment of thirty days tuition as defined in Section H, (i.e., District 225's then-current tuition rate/178 school days). If residency is not

established within the said thirty days, tuition may be paid, in advance, for successive thirty-day periods until (a) residency is established, or (b), if residency is not established, tuition for the balance of the current semester is prepaid. In the absence of the fulfillment of ~~part~~section (a) or (b) above, the student's enrollment shall terminate at the end of the thirty days and tuition paid therefore shall be forfeited. All tuition payments shall be paid by cashier's check. If residency is thereafter established, tuition shall be refunded.

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Section K

~~Any written communication from the Superintendent, Board of Education, or their designee, whether as the result of a decision, notice of hearing, request for information or otherwise, shall be deemed conclusively given as of the time the communication is sent by certified mail return receipt requested, postage prepaid, addressed to the person to whom the communication is directed.~~

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Section L

~~All district employees, to the extent permitted by law, shall hold sources of information on possible violations of this policy confidential.~~

Section JM

~~A nonresident student may only be ultimately admitted to a district school with approval of the Board of Education under the following conditions, all of which must be met, except as permitted pursuant to Section G or J:~~

- ~~6. The student has completed his/her junior year, on a tuition-free basis, as a legal resident of the district; and~~
- ~~7. The student's parent(s)/guardian(s) submit a letter to the superintendent which indicates: 1) their request that the student be permitted to complete his/her final year of high school at one of the district's schools, and 2) their agreement to pay nonresident tuition therefore; and~~
- ~~8. Prior to the commencement of such semester of attendance, the parent(s) and guardian(s) will remit district's receipt of payment of for the amount of a semiannual prorated tuition payment based upon an annual tuition based upon the rate as defined in Section N fixed by the Board of Education in accordance with 105 ILCS 5/10-20.12a, Tuition for Non-Resident Pupils; and~~
- ~~9. Instructional space and personnel are available; and~~
- ~~10. The welfare of the student is best served by such admission and such admission will not be adverse to the best interests of the district;~~
- ~~11. The student's parent(s)/guardian(s) agree that transportation will be the responsibility of the parent(s)/guardian(s).~~

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Section I - Placement of Tuition Paying Students

~~The Board of Education reserves the right to place the tuition student in the school, which best meets the needs and conveniences of the district. The Board of Education reserves the right to terminate the enrollment of the tuition student at the end of any semester for any reason so long as such termination is not contrary to law. No such determination by the Board shall be deemed precedential.~~

Section H - Tuition Rate

The tuition rate for the Glenbrook High Schools shall be the most recent rate as certified by the school district's external auditors. The daily tuition rate shall be the annual tuition rate divided by 178 school days.

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