

**Nonresident Students**

The District shall not allow nonresident students to enroll in the District, except that the District may permit a nonresident student to enroll if:

1. The enrollment is necessary to comply with requirements under federal or state law or regulation, or a court order;
2. a. The student is in grades nine (9) through twelve (12) and is a resident within an independent school district within Jefferson County; and  
b. The independent school district does not have a high school and has entered into an agreement with JCPS to enroll its high school students in JCPS schools; or
3. a. The student is the child of a parent/guardian who is a current employee of the district; and  
b. The student is eligible for enrollment and the parent/guardian pays the nonresident student tuition approved by the Board in accordance with Board Policy 09.124.

**REFERENCES:**

- <sup>1</sup>KRS 158.120
- KRS 157.350
- 20 U.S.C. § 1400 et seq. Individuals with Disabilities Education Act (IDEA)

**RELATED POLICIES:**

- 09.12; 09.124; 09.313; 09.42811

**Admission of Nonresident Students****TUITION**

The Board may charge a fee, according to a schedule adopted by the Board, for each student attending its schools, whose parent/guardian is not a bona fide resident of the District.<sup>1</sup>

Based on a fee schedule approved by the Board, tuition shall be charged for nonresident students who attend District schools. Enrollment shall be permitted based on available space and acceptable behavior, grades, and attendance.

**REFERENCES:**

<sup>1</sup>KRS 158.120  
KRS 157.350; KRS 158.135  
237 S.W. 2D 65 (1951)  
OAG 80-47; OAG 91-75  
702 KAR 7:125

**RELATED POLICIES:**

09.12  
09.126 (re requirements/exceptions for students from military families)

EXPLANATION: HB 563 (2021) AMENDED KRS 156.070 TO CLARIFY THAT ANY STUDENT WHO TRANSFERS ENROLLMENT FROM A DISTRICT OF RESIDENCE TO A NONRESIDENT DISTRICT SHALL BE INELIGIBLE TO PARTICIPATE IN INTERSCHOLASTIC ATHLETICS FOR ONE (1) CALENDAR YEAR FROM THE DATE OF TRANSFER.

STUDENTS

09.12 AP.21

**Nonresident Student Enrollment Registration Form**

**Jefferson County Public Schools**

**Form to be used by NONRESIDENT students requesting enrollment**

**To be submitted to the JCPS Office of School Choice**

Student's Name \_\_\_\_\_  
*Last* \_\_\_\_\_ *First* \_\_\_\_\_ *Middle Initial* \_\_\_\_\_

Parent/Guardian \_\_\_\_\_  
*Last* \_\_\_\_\_ *First* \_\_\_\_\_ *Middle Initial* \_\_\_\_\_

Home Address \_\_\_\_\_

Phone # \_\_\_\_\_ E-mail \_\_\_\_\_

Present District and School \_\_\_\_\_ Present Grade \_\_\_\_\_

Requested School \_\_\_\_\_ For School Year \_\_\_\_\_ Grade \_\_\_\_\_

Date of Request: \_\_\_\_\_

Reason for Enrollment Request \_\_\_\_\_

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

**NOTICE**

1. A nonresident enrollment involving athletics shall be in accordance with Kentucky High School Athletic Association (KHSAA) By-Laws. Any student who transfers enrollment from a district of residence to a nonresident district shall be ineligible to participate in interscholastic athletics for one (1) calendar year from the date of enrollment.
2. A request for enrollment shall be considered in accordance with Administrative Procedure 09.12 AP.22 based on school capacity and a review of a student's school records regarding grades, attendance, and behavior.
3. The parent/guardian shall submit the following school records for the current and prior year: report card/transcript; statement of student attendance; and behavior record.
4. A request for enrollment for a nonresident middle or high school student shall be considered incomplete until class scheduling information has been submitted.

**I UNDERSTAND THAT, IF APPROVED:**

- THIS ENROLLMENT WILL BE GRANTED FOR ONLY ONE (1) SCHOOL YEAR
- ANY TRANSPORTATION NEEDED IS THE RESPONSIBILITY OF THE PARENT/GUARDIAN
- THE PARENT/GUARDIAN SHALL PAY THE TUITION APPROVED BY THE JEFFERSON COUNTY BOARD OF EDUCATION

\_\_\_\_\_  
*Parent/Guardian's Signature*

\_\_\_\_\_  
*Date*

STUDENTS

09.12 AP.21

**Nonresident Student Enrollment Registration Form**

**To BE COMPLETED BY CENTRAL OFFICE PERSONNEL**

Application Complete       Complete     Incomplete    Date \_\_\_\_\_  
Application Decision       Approved     Disapproved    Date \_\_\_\_\_  
Parent Contacted           Yes             No                Date \_\_\_\_\_  
Present School Contacted    Yes             No                Date \_\_\_\_\_  
Requested School Contacted  Yes             No                Date \_\_\_\_\_  
Professional recommendation, if required \_\_\_\_\_

\_\_\_\_\_  
*Superintendent/designee's Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Superintendent/designee's Printed Name*

A substantially equivalent electronic form may be used by the District in lieu of this paper form.

## **Nonresident Student Enrollment**

### **NONRESIDENT TRANSFERS**

This procedure shall be followed for a nonresident student requesting enrollment in a school in the District:

1. The parent/guardian shall complete and sign the District's Nonresident Student Transfer/Registration Form.
2. The Office of School Choice shall review the application and the student's school records. The parent/guardian of a student shall provide the following documents to the Office of School Choice:
  - Report card and other academic information including the entire cumulative folder from the student's former school.
  - Statement of student's attendance.
  - Student's physical examination and immunization records.
  - Student's record of any suspension or expulsion.
3. A nonresident student shall only be enrolled in a school that has capacity as determined by the Office of School Choice in accordance with Administrative Procedure 09.11 AP.22 Student Transfers.
4. A nonresident student who was suspended or expelled from the student's previous school during the last school year will have his/her/their records and experiences reviewed before permission is granted by the Office of School Choice for enrollment.
5. A nonresident student may be enrolled in a District school in accordance with Board policies 09.1222 and 09.124.
6. The decision of the Office of School Choice in granting enrollment of a nonresident student may be appealed to the Chief of Schools , whose decision shall be final. .

### **RELATED POLICIES:**

09.12 (all procedures)  
09.1222; 09.124 (all procedures)