

Nonresident Student Enrollment

NONRESIDENT TRANSFERS

Those nonresident pupils requesting enrollment in a school in this District for the first time shall follow these procedures:

1. Complete school's registration forms, which must be signed by the parent/guardian(s).
2. Parent/guardian(s) and pupil will allow time for Principal to review application and pupil's school records. An appointment may be scheduled to discuss application. The pupil shall submit the following documents from the last school attended:
 - Report card and other academic information including the entire cumulative folder from the student's former school, if the student has the folder in his/her possession.
 - Statement of student's attendance.
 - Student's physical examination and immunization records.
 - Birth certificate or other proof of age.
3. Nonresident pupils will only be enrolled when they can be assigned to classes where the enrollment is below the allowable maximum and adequate resources are available.
4. A student expelled from their previous school during the last school year will have his/her records and experiences reviewed before permission is granted for enrollment.
5. When the number of nonresident students must be limited due to enrollment capacity, the following priorities will be observed:
 - a. Nonresident students attending school in this District last year will have priority over new applicants.
 - b. Siblings of nonresident students already attending school in the District shall have priority over new applicants who do not have siblings currently enrolled.
 - c. Students of District employees will have priority over new applicants.
 - d. When priorities are equal, the date of the application will be the determining factor for enrollment
6. Nonresident pupils may be admitted to the District's schools in accordance with Board policies 09.1222, and 09.124.
7. The decision of the Principal in granting enrollment of nonresident pupils may be appealed to the Superintendent. If the decision of the Superintendent is not satisfactory, an appeal may be made to the Board. The decision of the Board shall be final.

Related Policies:

09.12 (all procedures)

09.1222; 09.124 (all procedures)