

**Greater Albany SD 8J**  
**Administrative Regulation**

Code: **JECB-AR(2)**  
Adopted: 3/12/01  
Revised/Readopted: 8/13/07  
Orig. Code(s): AR 5104

**Admission of Nonresident Students**

1. The principals will determine the number of nonresident students their respective buildings can accommodate.
2. The amount of tuition will be established by July 1 of each year. Nonresident students will not be admitted without tuition, with the exception of students who become “resident pupils” by written consent of affected school boards and foreign exchange students attending district schools on a J-1 Visa.
3. The petition for admission must go through the principal’s office to the superintendent’s office.
4. Student education records will be obtained and reviewed.
5. Initial admission and annual renewal must be approved by the superintendent or designee.
6. A written appeal for a denied request may be made to the Board whose decision, based upon review, will be final.
7. Assumption of transportation responsibilities of accepted students will be by the parent or guardian<sup>1</sup> unless special arrangements and/or costs are included in an agreement.
8. Approved requests will result in a mutual tuition agreement between the parties. A mutual agreement signed by both affected boards (form following) will be filed with the business office for billing and payment control if student is tuitioned.
9. The business manager shall prepare semester bills for all tuitioned students, and any student whose tuition remains unpaid 15 days after presentation of bills shall be excluded; the superintendent may grant additional time for payment should circumstances warrant it.

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<sup>1</sup>As used in this policy, the term parent includes legal guardian or person in a parental relationship. The status and duties of a legal guardian are defined in ORS 125.005 (4) and 125.300 - 125.325. The determination of whether an individual is acting in a parental relationship, for purposes of determining residency depends on evaluation of those factors and a power of attorney executed pursuant to ORS 109.056. For special education students, parent also includes a surrogate parent, and adult student to whom rights have transferred and foster parent as defined in OAR 581-015-0005 (18).