

Admission of Nonresident Students

By January 15 of each year, the principals will establish an approximate number of nonresident students their respective buildings can accommodate for the following school year.

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, written consent of the district for the district the school is located and foreign exchange students attending district schools on a J-1 Visa.

The district is not required to provide transportation outside the boundaries of the district. The student will be allowed to use existing bus routes and transportation services of the district. Transportation will be provided if required by federal law.

Consent by Affected Boards and Tuitioned Students

1. The petition for admission must go through the principal’s office to the superintendent’s office.
2. Student educational records will be obtained and reviewed.
3. Initial admission and annual renewal must be approved by the superintendent.
4. A written appeal for a denied request may be made to the Board whose decision, based upon review, will be final.
5. The district may refuse admission of a student expelled from another district. The district shall refuse admission of a student expelled from another district for a weapons violation.
6. 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 service department for billing and payment control if student is tuitioned.
7. The business department 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.
8. Students will not be subject to the superintendent’s annual review after the second year as a student.

Consent of Board for the District in which the School is Located

1. By March 1, the Board shall establish the number of students, if any, that will be given admission for the following school year under this process. Resident students will have first opportunity to request an intradistrict transfer prior to the placement for nonresident student.
2. Nonresident students must make application no later than April 1, for admission in the following school year. Applications must be submitted to the district office.
3. If the number of applications exceed the number of admissions to be given, an equitable lottery process will be used to determine admission. This lottery process may give priority to applicants who currently have siblings enrolled in the district. Priority cannot be given over an intradistrict transfer request. If the district determines that admission will not be given to any students under this process there is no district obligation to give admission to siblings.
4. Once the student has been given admission, the student is considered a resident for all educational programs and remains a resident of the district until the student:
 - a. Graduates from high school;
 - b. Is no longer required to be admitted to the school district under ORS 339.115;
 - c. Enrolls in a school in a different district.
5. By May 1, prior to the next school year, the district shall provide written notification of the student receiving admission, to the district where the student's legal residence is located.

INTERDISTRICT TRANSFER REQUEST

School Year: _____

From: _____
Resident School District

To: _____
Receiving School District

Name of Petitioner: _____

Address: _____ Phone: _____

Name of Student: _____ Grade Level: _____

Reason for Petition: _____

Final determination of this request may be delayed until completion of the first week of each semester.

Approved
 Not Approved
Resident School Building:

Approved
 Not Approved
Receiving School Building:

Starting Date: _____

Ending Date*: _____
(If before end of school year)

Reasons for Approval/Denial: _____

I agree to the conditions and stipulations stated on the reverse side of this request:

Superintendent of Resident District Date

Superintendent of Receiving District Date

I understand the stipulations and conditions, as stated on the reverse side and understand that it is necessary and required for me to assume all responsibility for transportation. This interdistrict transfer request may be revoked at any time at the discretion of either district, and must be renewed annually.

Parent/Petitioner Signature Date

*If student leaves before the end of tile current school year, make two copies of this form; send one to the resident district school building and the other to your district office.

Resident District - White Original
Receiving District - Yellow Copy

Parent/Petitioner - Pink Copy
Receiving School Building - Goldenrod Copy