

Silver Falls School District 4J

Code: **JECB-AR**
Adopted: 9/10/96-E
Readopted: 9/08/97; 11/20/98; 10/05;
2/06; 3/17

Admission of Nonresident Students

By June 1 of each year, the principals will establish an approximate number of nonresident students their respective buildings can accommodate for the following school year.

Nonresident students may be admitted with tuition, with the exception of students who become “resident pupils” by one of the following methods:

1. By written consent of affected school boards (interdistrict transfer);
2. By written consent of the district board with which the student has made application for admission (open enrollment);
3. A foreign exchange student attending a district school on a J-1 Visa; or
4. A court order.

The amount of tuition will be established by July 1 of each year. Each admitted tuition paying student will be charged the same amount of tuition.

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.

A written appeal for a denied request may be made to the Board whose decision, based upon review, will be final.

Consent for Admission of a Nonresident Student by Interdistrict Transfer

1. The application for admission must go through the principal’s office, which will then submit the petition to the superintendent’s office.
2. Admission and annual renewal must be approved by the superintendent.
3. Students receiving consent for admission may remain in the district until graduation. The student will not need to seek permission more than once from the same district of origin, to transfer to this district.

Consent for Admission of a Tuition Paying Student

1. The application for admission must go through the principal’s office, which will then submit the petition to the superintendent’s office.
2. Admission and annual renewal must be approved by the superintendent.
3. Admission of students paying tuition will result in a mutual tuition agreement between the parties and will be filed with the business office for billing and payment control.

4. The business manager shall prepare semester bills for all tuition paying 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.
5. Students receiving consent may remain in the district until graduation

Consent by the Nonresident District Board for which the Student has applied for Admission(Open Enrollment)

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 of a nonresident student to a specific school.
2. Nonresident students must make application no later than April 1, for admission in the following school year to the district they desire to attend. 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 to a nonresident student over an intradistrict transfer request from a resident student. 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; or
 - c. Enrolls in a school in a different district.
5. By May 1, the district shall provide written notification of admission of a nonresident student into the district, to the district of the student's legal residence.



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NONRESIDENT TRANSFER REQUEST FORM
(Must be completed and on file for every student)

To Be Completed By Parent/Guardian:

From: _____ Date: _____ School Year: _____
Resident School

To: _____
Requested Nonresident School District *Requested Nonresident School*

Name of Student: _____
Please Print Clearly

Student's Date of Birth: _____ Grade: _____

Address: _____
Street *City* *Zip*

Mailing Address: (If different from above) _____
P.O. Box/Street *City* *Zip*

Phone:
Home () _____ Work () _____

Cell Phone: () _____

Name of Petitioner: _____
Parent/Guardian - Please Print Clearly

- Attach documentation that verifies current address and phone number (documentation may include utility bills, phone bills, etc.).
- Has student ever been expelled? Yes No
If yes, for what reason: _____
What was the expulsion date? _____ and from which school district? _____

Parents are reminded that this transfer application, if approved, will allow the student to complete an academic transfer, but does not guarantee eligibility to participate in competitive interscholastic activities at the receiving school. Competitive eligibility is determined by Oregon School Activities Association (OSAA) rules. If you have questions about OSAA eligibility, contact the building administrator at the receiving school prior to completing this transfer.

I understand that it is necessary and required for me to assume all responsibility for transportation. I also understand that this agreement may be revoked at any time due to attendance or behavior or lack of academic effort. I further understand that for this nonresident transfer to continue, there must be an ongoing positive relationship between the parent(s)/guardian(s) and the school that enhances the probability of success for the transfer student, the other students in the school and the school staff. In addition, I authorize the release and exchange of confidential information regarding the student named.

Parent/Guardian Signature

Date

Silver Falls School District Attending/Receiving District Policy

- Completed transfer forms must be on file for every student.
- The attending/receiving district will claim the State school fund for the student.
- The Silver Falls School District **IS NOT** responsible for student transportation.

Resident School

OFFICIAL USE ONLY

_____ Approved
 _____ Denied

Reason/Comment: _____

Superintendent's or
 Designee's Signature: _____ Date: _____

Receiving School District

OFFICIAL USE ONLY

_____ Approved
 _____ Denied

Reason/Comment: _____

Superintendent's or
 Designee's Signature: _____ Date: _____

SILVER FALLS SCHOOL DISTRICT 4J
MUTUAL AGREEMENT GUIDELINES
FOR ADMISSION OF NONRESIDENT STUDENTS

Requests for a mutual agreement for a nonresident student desiring to transfer to the Silver Falls School District must originate in the district in which the student currently resides.

For K-8 Schools Only:

A copy of the request form will be forwarded to the affected principal(s) for their consideration. Once the principal(s) acts, the form should be returned to the superintendent's secretary. The superintendent will make the final decision. Should principals need additional information before acting, they are to call the prospective student's school and/or parents.

Silverton High School Only:

Parents of high school children are reminded that a mutual agreement, if approved, will allow the student to complete an academic transfer, but it does **not** guarantee eligibility to participate in competitive interscholastic activities at the receiving school. Competitive eligibility is determined by Oregon School Activities Association (OSAA) rules. If you have questions about OSAA eligibility, contact the principal or athletic director at Silverton High School **prior to completing the transfer**.