

### **Admission of Nonresident Students**

1. 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.
2. The amount of tuition will be established by July 1 of each year. Nonresident students may not be admitted without tuition, with the exception of students who become “resident pupils” by written consent of affected school Boards or designees 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.
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 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 trimester bills for all tuitioned students, and any student whose tuition remains unpaid 15 days after presentation of bills may be excluded; the superintendent may grant additional time for payment should circumstances warrant it.



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What are your reasons for wishing to attend school in Sherwood: \_\_\_\_\_

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Attach to this application a personal statement (hand written by student) in English telling about yourself, your interests, your family, your hobbies, and special accomplishments.

In addition to the above, a copy of your latest transcript of school credits, an affidavit of support form, a statement from an official of the last school you attended regarding your English proficiency and behavioral record, a statement from the family with whom you will be residing in Sherwood, and a copy of your birth certificate are required and must be attached to the application from and mailed or delivered to the address below. You may attach a recent photograph of yourself if you wish.

**Your application will not be considered until all of the information requested above has been received.** Applications cannot be considered until all documents are received, therefore, make certain that you include all required material. As soon as all of the information requested is received, your application will be reviewed and evaluated.

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Student Procedure Checklist

- Application completed----- [ ]
- Personal letter from student----- [ ]
- Statement of English proficiency and behavioral record----- [ ]  
(Must be signed by a teacher, counselor, or school administrator from the last school attended by applicant. Free English language instruction is **not** available for foreign students)
- Statement from family you will be living with in Sherwood----- [ ]
- Affidavit of support form----- [ ]
- Notarized copy of Birth Certificate----- [ ]
- Notarized student Immunization Record----- [ ]
- Deposit of \$500.00----- [ ]

Deliver all of the Above to the superintendent----- [ ]

After you have completed all of the above procedures, the information will be forwarded to the Board for review and evaluation. You will be notified by letter whether or not you have been accepted by Sherwood Schools. An I-20 form will be issued as soon as the application is approved and the deposit is received. **The deposit will not be refunded, but may be applied toward the first month tuition charges.**