09.12 AP.22

## Nonresident Student Admissions

## NONRESIDENT TRANSFERS

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

- 1. Complete the school's registration forms, which must be signed by the parent(s).
- 2. Parent(s) and pupil then make an appointment with the Principal for a review of the application and the pupil's school records. The pupil shall bring the following documents from the last school attended to this meeting:
  - 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 <u>- 95% or better attendance rate</u>; 2.0 GPA
  - Student's physical examination and immunization records.
  - Nonresident pupils must have a minimum GPA of 2.5; and
  - No more than five (5) disciplinary referrals for each of the last three (3) school years.
- 3. Nonresident pupils will only be admitted when they can be assigned to classes where the enrollment is below the allowable maximum.
- 4. A student expelled from his/her previous school during the last school year need not apply for admission.
- When the number of nonresident students must be limited, the following priorities will be
  - Those nonresident students attending school in this District last year will have priority observed: over new applicants.
    - Siblings of nonresident students already attending school in the District shall have priority over new applicants who do not have siblings currently enrolled.
    - Students of District employees will have priority over new applicants.
    - When priorities are equal, the date of application will be the determining factor for admittance.
- 6. Nonresident pupils may be admitted to the District's schools in accordance with Board policy.
- 7. The decision of the Principal in granting admission 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.

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REVISIONS PROCESS

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DISCRETION TO APPRESS SPECIAL SITUATIONS