

Procedures for Nonresident District Students

Any student who resides outside the district may apply to attend a school in the district. A parent or guardian shall apply for admission on behalf of his or her child. Nonresident admission is valid for one school year. Students who are nonresident must apply annually to continue enrollment.

For nonresident consideration, each applicant must submit the following two documents to the district office:

- **Choice Transfer Request**, a signed release from the home district of the nonresident student.
- **Nonresident Student Transfer Request**, an application for nonresident admission.

All applications for “continuing transfers” will be reviewed on a case-by-case basis considering principal recommendation and school records. Recommendations will be forwarded to the Assistant Superintendent’s office for review.

“Initial transfers” or new applicants may submit applications after January 30th of each year. Initial transfers will be considered on a first-come, first serve basis considering continuing renewals before new applicants. The principal or office of enrollment may seek the student’s records prior to making a decision on a new applicant.

Applications for nonresident transfer for grades 1-12 of the following year will not be reviewed until March 15th.

Decisions for nonresident Kindergarten Placement for the following year will not be reviewed until June 30th. Applications will be accepted after January 30th. Kindergarten nonresident applications will be considered on a first-come, first-serve basis pending space availability.

The district may reject or accept an application for nonresident admission based upon the following:

- Whether space is available in the grade level or programs at the requested building.
- Whether accepting the student would create a financial hardship for the district.
- Whether the student has met fair and reasonable academic, attendance, and/or behavioral standards.
- Whether student’s attendance in the district is likely to create a risk to the health or safety of other students or staff.
- Whether the student’s disciplinary records indicate a history of disruptive behavior; a history of violent or gang membership; or the student has a record of convictions for offenses or crimes.
- Whether the student has been expelled or suspended from a public school for more than 10 consecutive days.
- Whether the student is currently under a suspension or expulsion from a public school.
- Whether the information on the application is complete or has been misrepresented.

Except for students who reside out of state, nonresident **students of full-time certificated and/or classified school employees** shall be accepted unless the nonresident student:

- Has a history of violent or disruptive behavior or gang membership.
- The student has been expelled or suspended from a public school for more than 10 consecutive days.
- The initial enrollment of the child would displace a resident student, however, once the child is admitted, that child may remain enrolled until he or she completes schooling.

