

ADMISSION OF NON-RESIDENT STUDENTS REGULATION

Pupil Addresses: Verification and Investigation

1. The address of the parents must be the address of residence for each student. If a student claims residence with a person other than his/her parent(s), evidence of legal guardianship must be presented.
2. Should a student's address change at any time during his/her enrollment, residency must be confirmed by an acceptable document, e.g., a lease, a utility bill, a voter registration card.
3. If a student's address is not the address of his/her parent(s) or legal guardian(s), the Building Principal shall consult with the Attendance Office to confirm the procedures used in determining the student's current address. The Attendance Office shall then investigate and provide specific evidence of the child's false claim to residency.
4. If the evidence indicates that a student's address has been purposefully changed in order for him/her to attend a school in a district other than the one he/she is legally entitled to attend, he/she shall be immediately transferred to the appropriate district.
5. The status of the student will be reviewed by August 1 of each school year. If the school desires not to continue the education of the student for the next school year, it shall notify the parent at the address in the school records by August 15 that the school will not accept the student as a non-resident for the school year commencing in September of that year.
6. The tuition charge shall be established by the Board of Education and shall reflect the cost to educate the particular student. The charges shall be no less than specified by the Regulations of the Commissioner of Education. Tuition shall be for each semester. There are two semesters, the first semester commencing September 1 and ending January 30, with the second semester commencing February 1 and ending June 30. Fifteen calendar days before the commencement of the semester a statement shall be sent to the address set forth in the school records. That semester's tuition shall be paid within thirty (30) days. If tuition is not paid within thirty (30) days, the student shall be dropped after five (5) school days notice in writing sent to the address that appears upon the school district records.
7. Student admission shall not be delayed pending verification of the address. A verification and/or investigation shall take place after student admission has been effected.