

## NON-RESIDENT STUDENT ADMISSION

**BP - 6195**

The board of school trustees recognizes that a child must be a legal resident of the Western Boone County Community School Corporation in order to attend its schools. The board further recognizes that extenuating circumstances often arise and it is for these cases that the following regulations have been adopted.

It is the intent of the board that all applicable policies and laws in regard to student transfers shall be strictly enforced.

Requests by parents, guardians, or custodians of Indiana students who do not reside in the Western Boone County Community School Corporation but who wish to enroll their child in the school system will be considered for enrollment if they meet the following guidelines:

- Non-resident enrollment is for educational reasons
- Non-resident student is in good standing in their resident school corporation
- Parents, guardians, or custodians agree to provide transportation to and from the school, unless there is an established residence in our district with an adult accepting responsibility of this arrangement
- Once the written request (see application form) is submitted it will not need to be renewed unless the parents/guardians and student are notified differently by the administration.
- Not for athletic purposes
- Payment of all textbooks and fees must be made before or on the first day of attendance.
- Those who move out of district, after they have been counted on ADM, may request to stay. They must complete the transfer form, be in good standing, and acquire principal signature of approval.
- The student's disciplinary record is in good standing at the previous school. Western Boone may deny a request if the student has previously been suspended or expelled.

Students transferring to the corporation from other schools shall be placed in those classes or at those grade levels for which their previous educational experiences appear to qualify them. The school corporation reserves the right to change or modify such placements on the basis of later information, testing, or investigation. The school corporation may dismiss any student who does not comply with adopted school rules while attending Western Boone Schools.

Students and parents may be asked to participate in an interview by the principal or designee of the receiving school prior to the consideration of the transfer.

Legal References: I.C. 20-26-11-2  
I.C. 20-26-11-6

Date Adopted: 12/08/08  
Date Revised: 05/11/09  
12/14/09  
06/13/11  
01/14/13  
04/22/13

07/15/13

**NON-RESIDENT STUDENT TRANSFER REQUEST FORM**

\_\_\_\_\_ Granville Wells Elementary  
\_\_\_\_\_ Thorntown Elementary  
\_\_\_\_\_ Western Boone Jr.-Sr. High

Student: \_\_\_\_\_ Incoming Grade: \_\_\_\_\_ School Year: \_\_\_\_\_

School corporation student would normally attend: \_\_\_\_\_

Name of school building in home corporation: \_\_\_\_\_

Name of parents/guardians submitting request: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

Reason for transfer: \_\_\_\_\_

**Please attach disciplinary record from previous year.**

Date form received: \_\_\_\_\_

Transfer Approved: Yes \_\_\_\_\_ No \_\_\_\_\_

Superintendent/Designee signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Transportation Requested:**

At Residence of

Bus Pickup: Name: \_\_\_\_\_ Address: \_\_\_\_\_

Bus Drop Off: Name: \_\_\_\_\_ Address: \_\_\_\_\_

\_\_\_\_\_  
Signature of adult at this residence assuming responsibility of this arrangement / Phone Number

\*\* Forms must be submitted by **September 1st** each year to be considered for fall enrollment.