

## **OUT OF DISTRICT STUDENT ADMISSION (non-resident)**

**All out of district (non-resident) students who wish to attend the Fleming School District will first obtain and fill out a “Request for Admission for Non-Residents Form”. The following regulations will be followed as pertains to Out of District Student Admission.**

**Prospective students will be considered non –resident unless proof of residency is provided according to Colorado School Law 22-1-102.**

- 1) In-District registration will take place before any new out-of-district transfers are considered.
- 2) Full-time employees’ children will be accepted regardless of numbers unless enrollment of their student(s) would require additional staff, programs, or facilities that are not already available.
- 3) Out-of-District transfer applications deadline is June 1<sup>st</sup>. Applications after this date will be considered as space is available.
- 4) No out-of-district transfers will be accepted after Sept. 30/Oct. 1 (October Count)
- 5) Preferred enrollment caps will be outlined in Board Policy EL18.
- 6) Out-of-District applicants will be checked according to:
  - a) Behavior issues
  - b) Must have an overall grade of “C” or better in all classes if secondary
  - c) IEP must not require additional staff, facilities, or programs.
  - d) Testing may be required to determine correct grade placement if no records are available or coming from a non-public school.
  - e) Applicants must sign a student contract which outlines the conditions for continued enrollment as an out of district transfer student before they are approved.

If the above are acceptable, then the applicant is placed on a waiting list in the order received. As space is available, the student at the top of the waiting list is accepted and the student must sign a contract (present contract attached).

- 7) Once a sibling is accepted, then other siblings are moved to the top of the waiting list.
- 8) Out of District applicants who are accepted for enrollment will be notified in August as soon as feasible after resident student projections are clear.
- 9) Once an out of district transfer student is accepted, they will be allowed to remain in the District unless they fail to meet the conditions of the Student Contract – signed prior to original acceptance.
- 10) The Board will be updated of enrollment numbers by grade each month.