

Non-Resident Transfer Policy

6.8 Non-Resident Transfers (Indiana Residents)

Non-Resident Transfers : Defined

An Indiana student that does not reside within the Franklin County Community School Corporation boundaries but wishes to attend a Franklin County Community School Corporation school.

Requests by parents, guardians, or custodians of Indiana students who do not reside in the Franklin County Community School Corporation but who wish to enroll their child in the school corporation will be considered for enrollment under the following conditions.

1. A student requesting the transfer shall complete the Application for Transfer of Non-Resident Students and submit it to the Franklin County Community School Corporation Superintendent's Office prior to February 1. Transfers will be considered on a yearly basis. Applications are available on the corporation website or at the Administration Office.
2. The parents, guardian, custodian, or student agrees to provide his/her own transportation to and from the school. If a student resides at an address that is already included in an official route description, transportation *may* be available for the student.
3. The capacity for accepting transfer students shall be reached when the student to teacher ratio reaches 24:1 in grades PreK-4 and 30:1 in grades 5-12 per building. In the event, capacity is reached and the number of transfer requests exceeds capacity, a random drawing will take place in a public meeting. Transfer requests for current transfer students, siblings of such students, and employee's children will automatically be accepted.
4. When applicable the parents, guardians, or custodians agree to pay the transfer tuition in a timely manner as established by the Superintendent.

Under no circumstances will a transfer student be accepted for athletic reasons.

The Building Principal and Superintendent shall deny a request based on one or more of the following criteria:

1. The student has been suspended or expelled for more than 10 school days in the 12 months preceding the request for transfer.
2. The student was suspended or expelled for possessing a firearm, deadly weapon, or destructive device in the preceding 12 months.
3. The student was suspended or expelled for causing physical injury to a student, school employee, or visitor to the school.
4. The student was suspended or expelled for violating a drug or alcohol rule.
5. The student has a history of unexcused absences. In addition, if a transfer student becomes an attendance issue, the school corporation can discontinue enrollment at any time.

Students transferring to the corporation from other schools or school corporations 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.

Legal References: I.C. 20-26-11-2
I.C. 20-26-11-6
I.C. 20-26-11-32

Non-Resident Transfers: Tuition

1. If a non-resident student is enrolled **prior to the first official ADM date** established by the Indiana Department of Education, cash tuition shall not be charged to the student/parent/guardian.
2. If a non-resident student is enrolled **after the second official ADM date** established by the Indiana Department of Education, cash tuition shall be charged to the student/parent/guardian. Tuition shall be calculated by the Corporation Treasurer and a payment schedule shall be provided to the student/parent/guardian. If payments are not made in a timely manner, the non-resident transfer student shall be withdrawn from the FCCSC.

Legal References: IC 20-26-11-5
IC 20-26-11-6

6.9 Out of State Transfers

Out of State Transfers: Defined

A student that does not reside in Indiana but wishes to attend a Franklin County Community School Corporation school.

Out of State Transfers: Procedures

1. A transfer application shall be completed by a parent or guardian. Applications are available on the corporation's website or at the Administration Office.
2. Copies of the following shall be provided upon request: grades, behavior records, attendance records, current IEP, current 504 Plan, etc.
3. An interview with the student and/or parent may be conducted at the discretion of the Building Principal or Superintendent.
4. Following a review of the aforementioned information, a determination is made by the Superintendent of Schools and parents are notified.

Out of State Transfers: Tuition

Tuition shall be calculated by the Corporation Treasurer and a payment schedule shall be provided to the student/parent/guardian. If payments are not made in a timely manner, the out of state transfer student shall be withdrawn from the FCCSC.