

# Rochester School District No. 401

10140 Hwy 12 SW, Rochester, WA 98579  
Phone: (360) 273-5536 ❖ Fax: (360) 273-5547

## NON-RESIDENT CHOICE REQUEST FORM

The resident school district must first release your child before another school district can accept this request. Separate forms must be completed for each student. In addition to the foregoing, all non-resident school choice requests must be in compliance with the above Districts' policies including, but not limited to, attendance and academic standards. Requests can be denied on the basis of class sizes, re-occurring discipline and/or attendance problems, financial hardships on receiving school district and/or other provisions defined in the above Districts' policies. Also note that requests are approved for no more than one school year. **It is the parent's responsibility to complete a new form each year.**

### TO BE COMPLETED BY PARENT/GUARDIAN/ADULT STUDENT (It is the parent/guardian/student responsibility to complete a new form each year)

Student: \_\_\_\_\_ Birth Date: \_\_\_\_\_ Grade: \_\_\_\_\_ Next YR Grade: \_\_\_\_\_

Street Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Mailing Address (if different from above): \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_ Contact phone: \_\_\_\_\_

REQUESTED School District: \_\_\_\_\_ REQUESTED School Name: \_\_\_\_\_

Resident School District: \_\_\_\_\_  New Request  Renewal Request For School Year: \_\_\_\_\_

- Yes  No Is this student currently enrolled in a Special Education Program?
- Yes  No Is there another child in the family requesting transfer?
- Yes  No Does this student have a good attendance record? If no, please explain: \_\_\_\_\_
- Yes  No Should the School be advised of any behavior concerns?
- Yes  No Has this student ever been suspended or expelled from another school and/or district?  
If yes, please explain: \_\_\_\_\_

### Reason for requesting transfer: (please check one)

- Student has completed his/her junior year in high school and wishes to continue in the school even though the student's family no longer resides within the district.
- Student is experiencing adjustment problems and the appropriate officials from both the resident and non-resident school districts believe the student's problems can be alleviated by a non-resident choice transfer.
- The Educational Service District superintendent has authorized a non-resident choice request to afford better educational facilities and effect a savings in the cost of education.
- There is a financial, educational, safety, or health condition affecting the student that would likely be reasonably improved as a result of the transfer.  
Please explain: \_\_\_\_\_
- Student's resident school has not met AYP requirements as defined by NCLB.
- Other: \_\_\_\_\_

I certify that the above information is accurate and complete. I understand that approval of the above request shall be dependent upon the criteria for non-resident choice transfers and that I will be responsible for providing transportation to and from school for my student at no cost to the accepting school district.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

- APPROVAL OF REQUEST:** School choice request does meet district criteria indicated above and is granted for the requested school year. If, at any time, during the period of the school choice request, the object of the request is either substantially achieved or is determined to be unobtainable, this school choice agreement may be terminated.

\_\_\_\_\_  
Resident School District Date Resident Special Education Director Date

\_\_\_\_\_  
Non-Resident School District Date Non-Resident Special Education Director Date

- DENIAL OF REQUEST:** Requested transfer DOES NOT meet district criteria for this reason: \_\_\_\_\_

\_\_\_\_\_  
Resident School District Date Resident Special Education Director Date

\_\_\_\_\_  
Non-Resident School District Date Non-Resident Special Education Director Date

**Rochester School District**  
**Information Pertaining to Board Policy No. 3141 – NON-RESIDENT STUDENTS**

**ADMISSION**

A parent or guardian shall apply for non-residence admission on behalf of his/her child by completing the appropriate district application. The superintendent shall develop an application form which contains information including, but not limited to, the current legal residence of the child and the school district in which he/she is currently enrolled or receiving home-based instruction, the basis for requesting release from the resident district and the specific building and grade level (elementary) or course offerings (secondary) in which the student desires to be enrolled if accepted by the district.

The superintendent will accept or reject an application for non-resident admission based upon the following standards:

- A. Whether space is available in the grade level or classes at the building in which the student desires to be enrolled.
- B. Whether appropriate educational programs or services are available to improve the student's condition as stated in requesting release from his/her district of residence.
- C. Whether the student's attendance in the district is likely to create a risk to the health or safety of the other students or staff.
- D. Whether the district has already accepted as many non-resident students for the school year as permitted by this policy.
- E. Whether the student's disciplinary records indicate a history of violent or disruptive behavior or gang membership (a gang means a group of three or more persons with identifiable leadership that, on an ongoing basis, regularly conspires and acts in concert mainly for criminal purposes).
- F. Whether the student has been expelled or suspended from a public school for more than ten consecutive days, in which case the student may apply for admission under the district's policy for readmission of expelled students.
- G. Whether the district has already accepted so many non-resident students for the school year that accepting any more non-resident students would result in a financial hardship for the district.

If the non-resident student is the child of a full-time certificated or classified school employee the superintendent shall accept the transfer request unless the non-resident student:

- A. Has a history of convictions, violent or disruptive behavior, or gang membership.
- B. Has been expelled or suspended from school for more than ten consecutive days.
- C. Enrollment of a child would displace a child who is a resident of the district, (the child must be permitted to remain enrolled until he or she completes his/her schooling).

The superintendent in a timely manner shall provide all applicants with written notification of the approval or denial of the application. If the application is denied, the superintendent will notify the parent or guardian of the right to petition the board, upon five school business day's prior notice, for review of the decision and to have a hearing before the board at its next regular meeting. Following the hearing by the board, a final decision shall be promptly communicated to the parent in writing.

The final decision of the district to deny the admission of a non-resident student may be appealed to the superintendent of public instruction or his/her designee.

**TERMINATION**

Any acceptance of non-resident admission may be terminated by the superintendent/designee at any time if for any reason the factors and/or reasons justifying the student's admission no longer apply or no longer justify the non-resident student's attendance in the district. Instances for termination include, but are not limited to, the following:

- A. Where, upon consultation with the student's multidisciplinary team, if any, the superintendent/designee determines that for any reason whatsoever, the district is no longer able to provide appropriate educational programs or services to the student.
- B. Where the superintendent/designee determines that the student's continued attendance in the district is likely to create a risk to the health or safety of other students or staff.
- C. Where it is determined that the information upon which the acceptance was based was incorrect.