

Non-Resident Enrollment Application



SUBMIT APPLICATION TO:
 Saugatuck Public Schools
 Attn: Kim Sharda
 Fax: 269-857-1448
ksharda@saugatuckps.com
 or US Mail
 PO BOX 818
 Douglas, MI 49406

Student Name _____

Address _____

City/State/Zip _____

Parent/Guardian _____

Primary Phone _____

E-Mail/Secondary Phone _____

School District You Live In _____

District & Building Student Currently Attends _____ Current Grade _____

Student's Birthdate _____ Grade Requested _____ Desired Date for Enrollment _____

Building Requested (not guaranteed) _____

Does student have brothers/sisters enrolled in this district? If yes, list name, school, grade _____

Reason for Changing School Districts _____

To determine schools of choice eligibility, please indicate if this student has been:

_____ Suspended Date/Reason/District _____

_____ Expelled Date/Reason/District _____

Please read and sign below:

This district does not discriminate on the basis of race, color, disability, religion, gender, or national origin. The district reserves the right to limit enrollment in certain buildings or special programs based on capacity, as well as failure of applicant to meet any pre-requisites for entry into special programs which are required of resident students. Enrollment may be denied to a student who has been suspended from another district with the past two year, or expelled from a district, or previously convicted of a felony. Enrollment must also be denied to special education students wishing to enroll under Section 105c but for whom a written cooperative agreement regarding costs cannot be obtained with the student's district of residence. I understand these limitations and certify the information provided on this application is true and complete to the best of my knowledge.

Parent/Guardian Signature _____ Date _____

For District Use Only

Student Enrollment Status

_____ Enrollment Approved
 _____ Building
 _____ Grade
 (Note: If Sec 105c Sp Ed Student, an agreement has been executed with the resident district.)

_____ Enrollment Denied for the Following Reason:

_____ Authorized Signature

Date Received _____

Date Notified _____

Non-Resident Category under which Student is Enrolled (MSDS Code)

**Requires an authorizing signature from the resident district in next section*

_____ OAISD Grandfathering Agreement (06)
 _____ Section 105 Schools of Choice (02)
 _____ Section 105c Schools of Choice (03)
 _____ **Resident District Release *(06)**
 _____ Special Education Center Program (06)
 _____ Alt Ed (Cooperative Agreement) (06)
 _____ Alt Ed (Sec. 6 exempt pupil) (06)
 _____ Nonpublic Pupil (04)
 _____ Homeschool Pupil (07)
 _____ Non K-12 District Pupil (01)
 _____ Inter-District Split Public Pupil (06)
 _____ Child of District Employee (06)
 _____ Other Sec. 6(6) Exempt Category (06)

*** Resident District Release**

_____ Resident District Release

This student is released for enrollment into the requesting school district.

_____ Releasing School District

_____ Authorized Signature

_____ Date

Non-Resident Pupil Category Descriptions & Guidelines

OAISD Grandfathering Agreement (Signed Release from Resident District Not Required)

- Pupils attending an OAISD district as a non-resident in the 2016-17 school (may continue in that non-resident district as long as the pupil remains continuously enrolled)
- Pupils who started the school year as a resident pupil but moved out prior to fall count
- Pupils who attended the district as a junior (as a resident or non-resident) may return and complete their senior year in the established district.

Section 105 Schools of Choice – Districts within Intermediate School District (Signed Release from Resident District Not Required)

- Open slots (limited or unlimited) published
- Applications accepted only during published periods
- Deadline for enrollment once notified of acceptance
- District may deny enrollment to applicants previously expelled, convicted of a felony, or suspended within the past two years
- Once enrolled under 105, pupil must be allowed continued enrollment until graduation, voluntary withdrawal, or expulsion from the district.

Section 105c Schools of Choice – Districts within Contiguous Intermediate School Districts (Signed Release from Resident District Not Required)

- Open slots (limited or unlimited) published
- Applications accepted only during published periods
- Deadline for enrollment once notified of acceptance
- District may deny enrollment to applicants previously expelled, convicted of a felony, or suspended within the past two years
- Enrolling district and resident district must execute agreement regarding costs for Special Education pupils
- Special Education pupils without cost agreement may not be enrolled
- Once enrolled under 105c, pupil must be allowed continued enrollment until graduation, voluntary withdrawal, or expulsion from the district

Resident District Release

- Pupil must be released by district of residence to be claimed in membership by non-resident district
- Release must be obtained annually from resident district unless release specifies it is for period longer than one year

Cooperative Education Programs - See List Below (Individual Signed Release from Resident District Not Required)

- Programs operated under written cooperative agreement among member district to provide an instructional program to an identified group of pupils
- Cooperative agreement serves as approval to count the identified non-resident pupils in membership; therefore, individual pupil release not required

Examples of Cooperative Education Programs that May Fall Within Above Guidelines

- Special Education Center Programs
- Multi-District Alternative Education Programs
- Districts that Do Not Offer Instruction At All Grade Levels K-12 (Non K-12 Districts)

Alternative Education Program – Not a Multi-District Cooperative Program

- Pupil must be released from district of residence to claim in membership UNLESS pupil meets one or more of following: (1) suspended or expelled from district of residence; (2) previous drop out from school; (3) pregnant or a parent; or (4) referred to program by the court.

Inter-District Split Public School Pupils

- Pupil enrolled in both resident and non-resident district
- Not under cooperative agreement
- Membership claimed at both districts
- Resident district release not required if FTE claimed at non-resident district is one-half or less of total FTE

Child of District Employee

- Child of a district employee may be enrolled without release from resident district
- District not required to enroll
- Board policy should exist
- Tuition may not be charged

Other Section 6(6) Categories - Non-Resident Pupils Who May be Claimed in Membership Without Resident District Release

- Victim of criminal sexual assault or other serious assault at resident district
- Pupil who was validly claimed as a resident pupil in fall membership and who continues to be enrolled on spring supplemental count day. (Report in spring collection as a non-resident).
- Pupil receiving ½ or less of instruction in non-resident district.
- Expelled pupil denied reinstatement by expelling district and reinstated by another district under Section 1311 or 1311a.
- Non-resident pupil enrolled in middle college program when resident district and enrolling district within same ISD.
- Non-resident pupil enrolled in United States Olympic Education Center.
- Non-resident pupil enrolled pursuant to MCL 380.1148 (placed with a relative for purpose of a suitable home exception).
- Non-resident pupil enrolled as result of resident district not making AYP (under NCLB Act of 2001, or ESSA of 2015).