

TUITION PROCEDURE
ENROLLMENT OF CHILDREN OF NON-RESIDENT PARENTS

- I. Determination of Status
 - A. It shall be the responsibility of the school principal to refer all students with non-resident parents or where there is any question of residency to the Superintendent or his designee for a decision as to his/her status, before enrolling the student.

- II. Eligibility for Enrollment
 - A. A student who has one parent residing in this District and one parent residing in another school district may be enrolled in this District so long as he/she resides with the parent residing in this District.

 - B. In the event a student under the age of eighteen (18) is residing in the District, whose parents reside outside of the District, wants to be accepted as a student in the District, then they must present an actual court order placing the custody of said child in guardianship with a bona fide resident of this District. While petitioning the court for legal custody the student may be enrolled in school up to 60 days. The 60 day custody form (attached) must be completed. If custody is not awarded in 60 days, the signee is responsible for tuition from the date of enrollment.

 - C. Students in grades kindergarten through 12, whose parents are non-residents of the District will be admitted only after it has been determined that facilities are available, the pupil is acceptable, his enrollment authorized and approved by the Superintendent, and the following condition or conditions which are applicable are complied with by the responsible party:
 1. The parents have entered into an agreement to pay tuition at the prevailing rate and paid same at least one (1) month in advance. (ORC Section 3327.06 - 3313.64)

 2. A contract has been entered into between the board of education of the district of residence and this District Board providing for the payment of tuition or excess costs by the district of residence. (ORC Section 3327.04)

 3. The child has been placed in a "boarding home" in the District by Childrens' Services of Hancock County or by a court having jurisdiction over such child. (In either case, the district of residence at the time of placement is responsible under the law for the payment of tuition.) (ORC Section 3313.65 and O.A.G. - 1956, No. 6669)

 4. Affidavits, approved by the Superintendent, have been filed with the Treasurer in lieu of the payment of tuition, establishing:
 - a. That the child is living in the District and supporting himself by his own labor (ORC Section 3313.64) or

- b. Student is eighteen (18) years of age and has an established residence in the District.

III. Payment of Tuition

- A. Tuition payments shall be made to the Treasurer.
- B. Payment shall be made at least one (1) month in advance.
- C. Tuition shall be charged at the rate determined by the State Department of Education.

IV. Moving Out of District School Year

- A. Generally, in the event a family moves out of the District, the student shall transfer to the new school district of his parents' residency. In special situations, which are to be determined at the sole discretion of the Superintendent or his designee, a student may be allowed to complete the balance of the school year in the District, tuition shall be charged, effective with the beginning of the next succeeding month.

V. Suspension for Non-Payment of Tuition

- A. On or before the 10th of each month, the Treasurer will report the names of all students for whom tuition is due and unpaid to the Superintendent, who shall suspend the student(s) from school forthwith. In the event the tuition is not brought current prior to the expiration of the suspension, said student will be expelled.

VI. Report to the Treasurer (ORC Section 3321.12)

- A. The principal of each school shall report to the Treasurer the names, ages, and places of residence of all students whose parents do not reside within the District, together with any other facts as the Treasurer requires to facilitate the carrying out of the laws. Such report shall be made each school year and shall be corrected by weekly report changes.

Adopted 1/27/97
Revised 6/13/05
Reviewed 6/18/2012
Revised 12/17/2012

**FINDLAY CITY SCHOOLS
FINDLAY, OHIO**

I, _____ (Intended guardian) do hereby affirm that I am in the process of obtaining legal custody of _____ (Student's name). I understand that if this custody is not awarded in sixty calendar (60) days I will be responsible for the daily tuition rate from the first date of enrollment on _____ (date).

The 2017/18 daily tuition rate is:

\$28.84-Ohio resident

YOU MUST CHECK ONE BOX

\$51.62-non resident

Reason for enrollment _____

This form is subject to approval by the Superintendent. Enrollment may be rescinded unless this form and supporting documentation are authorized by the Superintendent.

Signed: _____ Date _____

Address: _____

Phone: _____

Witness: _____ Date _____

Superintendent: _____ Date _____

******PLEASE RETURN ONE COPY TO THE EMIS COORDINATOR******