

ADMISSION OF INTERDISTRICT TRANSFER STUDENTS

The Board permits any student from any other district in the state to apply and enroll in the District schools free of any tuition obligation, provided that all procedures as outlined in the administrative regulations are met. Requirements include:

1. application procedures, including deadlines for application and notification to students of acceptance or rejection and the Superintendents of other districts whenever another district's student's application is approved;
2. procedures for admission;
3. District capacity limits by grade level, school building and educational program are determined each year by the Board of Education;
4. resident students and previously enrolled district students have preference over first-time applicants;
5. no requirements of academic, athletic, artistic or any other skill or proficiency;
6. no limitations on admitting students with disabilities, unless services required in an IEP are not available in the District;
7. no requirement that the student be proficient in the English language;
8. no rejection of any applying student because the student has been subject to disciplinary proceedings, except an applicant who has been suspended or expelled by another district for 10 consecutive days or more in the term for which admission is sought or in the term immediately preceding the term for which admission is sought and
9. procedures to ensure maintenance of an appropriate racial balance in the District's schools.

The District cannot refuse to accept the credits earned by students who have participated in interdistrict open enrollment, neither will the Board adopt a policy that discourages resident students from participating in interdistrict open enrollment.

Students are ineligible for athletics for one year when they transfer from one school district to another without changing residency. There are exceptions to the ineligibility provisions contained in the Ohio High School Athletic Association Bylaws.

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Application Process

1. Applications must be submitted for interdistrict open enrollment on the official school district enrollment form and submitted in person.
2. A separate application form must be submitted for each student who requests an interdistrict transfer.
3. Approval of students for open enrollment is at the discretion of the Superintendent in accordance with the District's policies and administrative regulations.
4. A transition meeting must be held with the Superintendent/designee, principal and the family.
5. No interdistrict transfer will be permitted if the enrollment of the grade level being requested exceeds District capacity limits and educational program limits.
6. Kings Local School District will assume no responsibility for the transportation of students.
7. Applications shall be on a first come, first serve basis (date/time of receipt) with an assurance that the following order for placement will be followed:
 - A. Kings Local School District resident students will not be displaced
 - B. Children of employees
 - C. Students who are members of the same family unit pursuant to Interdistrict open enrollment policy
8. Applications must be submitted annually beginning April 1 through May 14, and all approvals will be on an annual basis in accordance with the Interdistrict open enrollment policy.
9. Students, who begin, but choose not to complete the entire school year at Kings Local School District and who returns to their resident school district during that same year will not be permitted to apply for interdistrict enrollment status for the following year.
10. Any student who expects to graduate from Kings High School must meet all the graduation requirements established in policy by the Kings Local School District.

11. Any falsification of information on the application form will render the application null and void.

Open Enrollment Timeline

Applications Available:	April 1 of each year No phone calls or personal meetings will be accepted
Application Cut-off:	Applications must be submitted to the Superintendent's office no later than May 14
Application Approval:	Requests will be acted upon (approved or denied) by August 1, with notification via letter from the Superintendent.