

## Nonresident Students

School-age children who do not reside within the boundaries of the Bellevue School District (nonresident) will be considered for admission to the District. Applications will be treated in a fair and equitable manner toward all students.

### A. Nonresident Children of District Employees

1. **Employees assigned to schools:** The District will accept applications from nonresident students who are the children of fulltime certificated and classified school employees, and those children will be permitted to enroll:
  - a. At the school to which the employee is assigned;
  - b. At a school within the feeder pattern which includes the school to which the employee is assigned.
  - c. At a school that provides early intervention services or preschool services for students with disabilities if the student is eligible for such services.
2. **Employees not assigned to schools:** The District will accept applications from nonresident students who are the children of fulltime certificated and classified employees not assigned to schools, and those children will be permitted to enroll;
  - a. At a school that has capacity to serve the student.
  - b. At a school that provides early intervention services or preschool services for students with disabilities if the student is eligible for such services.
3. **Choice Schools:** Children of District employees will be treated in the same way as residents in the application process for Choice Schools.
4. **Continued enrollment:** Once enrolled within a feeder pattern, children of employees may remain enrolled until they graduate regardless of the parent's employment status.
5. **Limitations:** The district may reject applications of nonresident children of District employees if:
  - a. The student's disciplinary records indicate a history of violent or disruptive behavior, or gang membership;
  - b. The student has been expelled or suspended from a public school for more than ten consecutive days. Any policy allowing for readmission of expelled or suspended students must apply uniformly to both resident and nonresident applicants;
  - c. Enrollment would displace a child who is a resident of the District, except that if an employee's child is admitted, that child shall be permitted to remain enrolled at that school, or in the feeder pattern, until he or she has completed his or her schooling.
6. **Process:** Nonresident children of employees who wish to attend a school in the Bellevue School District must complete both of the following application forms:
  - a. Choice Transfer Request (Exhibit A Procedure 3141P), obtained from the student's resident District to acquire a release from that District. This form must be submitted each year, and should be completed prior to enrollment for the upcoming school year. Bellevue School District Interdistrict Transfer Application for Nonresident Students (Exhibit B Procedure 3141P), available online at the District website and from the Student Placement Office. This form must be submitted to, and approved by, the Student Placement Office prior to enrollment at a school.

### B. Nonresident Students

If the anticipated needs of District resident students and nonresident children of District employees can be met, nonresident students may be allowed to attend school in the District if there is space available. Reasons to accept/reject nonresident students are listed in Policy 3141.

- 1. Students moving out of the District:** Middle or high school students moving out of the District may complete the current semester in their enrolled school/program but if they wish to continue attending after moving out of the District an Interdistrict Transfer Request form must be completed and all requirements must be met. A Choice Transfer Request must be obtained from the student's resident District to acquire a release from that District. This form must be submitted each year prior to enrollment.

A student who has been attending a school for a minimum of two years and during the last two grades of that grade span (e.g., Grades 4 or 5 for elementary) moves out of the District may continue to attend the same school even if the school is a "closed" school, provided an application is completed and that, aside from the "closed" status of the school all other requirements for the admission of any other nonresident student are met. Otherwise, students moving out of the District from "closed" schools must transfer to their new school District or an "open" school in the Bellevue School District at the beginning of the new semester. A Choice Transfer Request form must be submitted to the Student Placement Office each year.

- 2. Fulltime enrollment required:** Nonresident students are not accepted for less than fulltime admission.
- 3. Termination of Interdistrict Transfer Applications:** Enrollment is subject to termination for nonresident students in the following situations:
  - If, after an Interdistrict Transfer Application has been approved, it is discovered that the information provided was incomplete or has changed since the time the application was considered, and/or was materially misrepresented on the application;
  - If the student is expelled from the District under the usual disciplinary process; or
  - If the student is excessively tardy or truant, or engages in frequent misconduct or disruptive behavior, or is in violation of school rules that indicate the student is not being successful in the school or program. Before the Interdistrict Transfer of such a student is terminated, the parent/guardian will be notified that the student's continued attendance in the District is in jeopardy. If the decision is made to terminate the Interdistrict Transfer, the parent/guardian will be notified and will be informed that they may appeal the termination to the Office of Superintendent of Public Instruction.
- 4. Open Enrollment or Transfer for Cause for nonresident students:** Open Enrollment or Transfer for Cause under Policy 3210 is not available for nonresident students. Instead, in order for a nonresident student to transfer to another school or program within the Bellevue School District, he/she must complete a new Interdistrict Transfer Application.

Any nonresident student, including nonresident children of fulltime District employees, who has been admitted to a school/program that is later found to be inappropriate for that student or who needs a different school/program to meet his/her educational needs, must initiate a new Interdistrict Transfer Application.

Applications for students seeking to change schools or programs within the District will have no preference given to their new applications based upon their prior acceptance as nonresidents.

5. **Process:** Nonresident students who wish to attend a school in the Bellevue School District must complete both of the following application forms:
- a) **Choice Transfer Request** (Procedure 3141P-Exhibit A), obtained from the student's resident District to acquire a release from that district. This form must be submitted to the Student Placement Office each year prior to enrollment for the upcoming year. Provided that space is available, transfers normally continue until the student completes the educational program at the current level of enrollment (elementary, middle, or high school). Reasons for non-renewal include excessive tardiness or truancy, engagement in frequent misconduct or disruptive behavior, or violation of school rules that indicate the student is not being successful in the school or program.
  - b) **Bellevue School District Interdistrict Transfer Application for Nonresident Students** (Procedure 3141P-Exhibit B), available online at the District website and from the Student Placement Office. This form must be submitted to the Student Placement Office prior to enrollment at a school.
  - c) **Timeline:** Applications for Interdistrict Transfer will be processed within 45 days of the submission of the completed application and Choice Transfer Request.

Date: 11.16

4.17