

Policy Code: 4130 Discretionary Admission

The superintendent or designee shall approve or deny requests for admission to the school system for students who do not meet the domicile or residence requirements outlined in policy [4120](#), Domicile or Residence Requirements. Requests from outside the school system will be given consideration. Admission may be granted for up to one full school year. A request must be submitted each subsequent school year in which admission is desired.

A. ADMISSION CRITERIA

A non-domiciled student may be admitted and enrolled, at the discretion of the superintendent, if the following conditions are met.

1. The parent, legal guardian or legal custodian must submit a request in writing that explains why, in the opinion of the parent, legal guardian or legal custodian, the student needs to attend school in the school system. An explanation of need may be considered when:
 - a. there are compelling, specific circumstances indicating that the student should continue his or her education in the school system (as, for example, when the student is in his or her senior year when the parent, legal guardian or legal custodian becomes domiciled outside the school system);
 - b. there is an extraordinary, compelling, specific family need (as, for example, when a parent, legal guardian or legal custodian is clearly unable to care for the child); or
 - c. another extraordinary, specific, and compelling need or hardship is demonstrated.

Any reason having to do with athletics or participation in athletics is not a valid or sufficient explanation of need.

2. The superintendent or designee must have determined that space is available in the school system and in the particular school or program in which the student seeks to enroll.
3. The student must demonstrate that he or she was in good standing in the previous school attended by that student, in terms of academics, discipline, and other measures of standing and progress in the school system. The student also must satisfy the requirements in policy [4115](#), Behavior Standards for Transfer Students.
4. With the initial request, the student must furnish a transcript and other student record data, including evidence of compliance with the North Carolina immunization requirements.

5. If the student is transferring from another school system in North Carolina, the student must submit a release approved by the board of education of the other school system from which the transfer is being made.

6. If the student resides with an adult who is not the student's parent, legal guardian or legal custodian, the student must furnish the school system with a notarized written document showing that the parent, legal guardian or legal custodian consents to the student attending school in the school system and authorizes the adult with whom the student lives to make all decisions relating to the student's education, including, but not limited to, any decisions relating to placement, services, field trips, medical treatment, grading and reporting, discipline, participation in extracurricular activities and participation in athletics.

7. If the student is asserting residency in the school system, sufficient evidence must be provided with the initial request, such as a copy of utility bills.

B. DISCRETIONARY ADMISSION DECISIONS

1. Final Decisions

Admission for up to one full school year may be granted based upon the information contained in the request and supporting documents. Nonresident students who are admitted based upon false or misleading information in their request will have their request voided and acceptance rescinded.

The superintendent or designee shall send a written response to an applicant within 10 working days of receipt of the information required under this policy. **All discretionary admissions will be reported to the board each month noting the total number of discretionary admissions in the district and the class size impact of these admissions.** Final decisions regarding discretionary admissions may be delayed until the board has determined whether space is available in the requested school. Therefore, the written response may provide either a final decision or a notification that a final decision is pending until the board determines space availability.

2. Appeals

A final decision may be appealed to the board in accordance with the procedures of section E.5 in policy [1740/4010](#), Student and Parent Grievance Procedure.

3. Renewals

For the renewal of admission in subsequent school years, the student must continue to meet all admission criteria and must be in good standing in terms of academics, discipline and other measures of standing and progress in the school system.

The superintendent or designee shall develop and administer a procedure to implement this policy.

Legal References: [G.S. 7B, art. 35](#); [35A, art. 6](#); [50-13.1 to 13.3](#); [115C-231, -364 to -366.1](#)

Cross References: Student and Parent Grievance Procedure (policy [1740/4010](#)), Behavior Standards for Transfer Students (policy [4115](#)), Domicile or Residence Requirements (policy [4120](#))

Adopted: October 2, 2012

Thomasville City Schools