

The Rye City School District

Rye, NY

6254

NON-RESIDENT STUDENTS

The Board of Education may decide to provide educational services for a fee (tuition) to students in good standing¹ from outside the geographic boundaries of the Rye City School District on a space-available basis. When making such determinations, the Board shall give consideration to present and future enrollment projections (on a school-by-school, grade-by-grade and class-by-class basis), District class size guidelines, staffing requirements, provision of appropriate physical facilities for educational purposes and the economic and school climate effects (both positive and negative) of admitting out-of-District applicants to the Rye City School District as non-resident, tuition-paying students.

It is the District's intent that all non-resident, tuition-paying students in good standing be treated consistently in accordance with District policies and individual school rules in the same manner as resident children with respect to educational services and opportunities including co-curricular, extra-curricular and inter-scholastic activities.

The Board shall establish its tuition rates annually by June 1. The tuition rates established year-to-year will reflect, at a minimum, either all tax rate increases plus special assessments to be incurred by District residents; or the District's estimated budget-to-budget increase for each year of attendance by non-resident, tuition-paying students, whichever is higher. Tuition must be paid in full according to the respective schedule S contained in either Procedure #6254 P2 or #6254 P3, and is non-refundable.

Previously enrolled non-resident, tuition-paying students must annually (by June 15) apply for re-enrollment with the District and must submit a non-refundable deposit with their application to re-enroll. Previously enrolled non-resident, tuition-paying students will generally be allowed to re-enroll in the Rye City School District until withdrawal or high school graduation, whichever comes first and as long as the student remains in good standing¹. However, in all cases, the district reserves the right to discontinue the enrollment or to deny re-enrollment to any student if his/her continued attendance is not deemed in the best interest of the district and/or the student. If a student's enrollment is discontinued on this basis, tuition will not be refunded.

New applicants for admission will be considered upon submission of a pre-registration application form accompanied by payment of a non-refundable application fee. In the event that there are fewer spaces than applications, applications will be considered in the order in which they were received.

If a parent(s) wishes to submit an application for a sibling of a currently enrolled, non-resident, tuition-paying student, the application must be filed by May 15 in order to receive preference, if space is available. If received after May 15, such application will be considered on first-come, first-served basis, along with all other new applicants.

At the time of initial application, parents may request an elementary school preference for their child. However, responsibility for school and grade placement of new non-resident, tuition-

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paying students rests exclusively with the District which will consult with the student's parent(s)/guardian and former school (if necessary) concerning such placement.

On or about June 15 of each year, the Board shall determine whether space is available for new, non-resident, tuition-paying students and the administration shall promptly advise the pool of applicants of such determination and their individual acceptance or non-acceptance as the case may be.

Historically, the District has sought to minimize movement of its students among its elementary schools. Because of the complexity of placing non-resident, tuition-paying students into the elementary schools, it may be necessary to move a non-resident, tuition-paying student among the District's elementary schools. The District will endeavor to minimize such transfers. Best efforts will be made not to involuntarily move a student more than once during his/her elementary school career and to avoid separating siblings whenever possible.

Enrolled Students Found to Be Non-Residents and Students Becoming Non-residents During a Semester

The District strictly enforces its residency requirements for all students. Only tuition paying, non-resident students are permitted to attend the Rye Public Schools. When an enrolled student is found to be a non-resident student the process outlined in procedure #6254 p.4 shall apply.

The Superintendent shall develop appropriate application forms, contracts and other pertinent documents under advice of counsel, consistent with this policy and its related regulations and procedures.

- 1 *For purposes of this policy, the term, "student in good standing" shall mean a student who is passing all subjects and has not, within the preceding 12 months, received any disciplinary referral(s) for violating any provision of the Rye City School District Code of Conduct for which a suspension from school is authorized and/or engaged in conduct that would violate any provision of the Rye City School District Code Of Conduct for which a suspension from school is authorized regardless of whether a referral was initiated by the Rye City School District or the school district that the student was then attending when his/her application was made.*

Reference: Policy 5110
Procedure #6254P.1 Non-Resident Students
Procedure #6254P.2 Tuition Payment by Student Family
Appendix to Procedure #6254 P.2
Procedure #6254P.3 Non-Resident Students Tuition Payment by Home District
Appendix to Procedure #6254P.3

Adoption Date: April 16, 1996

Revised Policy Adoption Date: May 6, 1997

Revised Policy Adoption Date: March 7, 2000

Revised Policy Adoption Date: June 30, 2005

Revised Policy Adoption Date: October 10, 2006

The Rye City School District
Rye, New York

Procedure # 6254 P.1

NON-RESIDENT STUDENTS

In accordance with Board of Education policy # 6254 dated May 6, 1997 as revised March 8, 2000 the following will apply regarding application fees, enrollment deposits and tuition charges.

New Applicants

- * A \$50 non-refundable, application fee is required to be submitted to the District with each non-resident application for admission to the Rye City School District.
- * A ten percent (10%) admission deposit based on the annual tuition, for the coming school year is required to be paid to the District for each student who has been accepted into the District as a non-resident, tuition-paying student. Said deposit is due no later than two weeks from the date of invoice in order to reserve placement and confirm intentions to enroll in the District for the following school year. The deposit is non-refundable and shall be credited against the annual tuition charges with ½ credited to the first semester tuition charges and ½ credited to the second semester tuition charges.
- * Non-resident, tuition-paying students admitted to the District at any time during a school semester will pay appropriately pro-rated tuition to the District prior to matriculation. Such students are required previously to have paid the application fee and enrollment deposit, such enrollment deposits to be based on the pro-rated tuition charges applicable to the remaining school year.

Continuing Students

A ten percent (10%) confirming deposit based on the annual tuition for the coming school year is required from each student who is continuing in the District as a non-resident, tuition-paying student. Said deposit is due no later than June 15 in order to continue placement and confirm intentions to re-enroll in the District for the following school year. The deposit is non-refundable and shall be credited against the annual tuition charges with ½ credited to the first semester tuition charges and ½ credited to the second semester tuition charges.

Adoption Date: March 7, 2000

The Rye City School District
Rye, New York

Procedure # 6254 P.2

NON-RESIDENT STUDENTS
(TUITION PAYMENT BY STUDENT/FAMILY)

The Board of Education shall establish a tuition rate for non-resident students each year. With respect to non-resident student tuition payments where payment is to be made by the student/family, the following will apply as of February 1, 2000.

The Rye City School District Business Office will prepare invoices for tuition for each semester of a student's attendance in the Rye City School District. Such invoices will be prepared and mailed in accordance with the schedule contained in the appendix hereto.

First semester tuition is due and payable in full on August 1. Late penalty fees will apply to all payments received after August 31.* If full payment of tuition and late payment fees are not made by August 31, the student will be denied admission to the Rye City School District for the beginning of the fall semester, all deposits will be forfeited and the student's place will be offered to the next student on the wait list. If there is no wait list, an admitted student, whose full tuition remains unpaid as of August 31, may be allowed to attend the first day of school at the discretion of the Business Office. If tuition is paid on the first day of school, payment must include late penalty fees (in accordance with the Schedule below), from August 31 to the date of payment, and the student will be allowed to matriculate. If, after the first day of school, tuition remains unpaid, the student will be denied continued admission to the Rye City School District and all deposits and fees will be forfeited.

Second semester tuition is due and payable on December 1. Late penalty fees will apply to all payments received after December 31.* If full payment of tuition and late payment fees are not made by January 15, the student will be denied continued admission to the Rye City School District for the second semester and all deposits and fees will be forfeited.

When accepting admission to the Rye City School District the student/family understands that they are being allocated a precious District resource – educational space and opportunity. Should a non-resident student withdraw from school at any time for any reason during a semester for which tuition has been paid, **no refund** of tuition, deposits or fees previously paid will be made by the District.

Should a non-resident tuition-paying student become a resident student at any time during the school year, a prorated refund of tuition (but not deposits) previously paid will be made. Tuition will be charged for the number of days the student was a non-resident up to but not including the effective date of the change in residency, and all remaining tuition will be refunded. The formerly non-resident tuition paying student will be required to submit all pertinent documents necessary to verify current residency.

* Late penalty fees will be substantially similar to the late penalty fees charged Rye City School District residents for late payment of school taxes as per the schedule below:

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**FIRST TUITION PAYMENT DUE
AUGUST 1**

Late Payment Fees:

2% September
5% October/November
7% December/January
10% February/March
12% thereafter

**SECOND TUITION PAYMENT DUE
DECEMBER 1**

Late Payment Fees:

2% January
5% February/March
7% April/May
10% June/July
12% thereafter

References: Policy 6254; Appendix To Procedure #6254P.2

Adoption Date: March 7, 2000

The Rye City School District
Rye, New York

Appendix to Procedure #6254 P2

**SCHEDULE OF ACTION STEPS
FOR NON-RESIDENT STUDENTS
(TUITION PAYMENT BY STUDENT/FAMILY)**

<u>Date</u>	<u>Enrolled Students</u>	<u>New Applicants</u>
February 1	—	Enrollment Period Opens
May 1	Board Establishes Tuition Rate For Coming Year	Board Establishes Tuition Rate For Coming Year
May 15	Business Office Sends Contract and Tuition Deposit Invoice	-----
June 15	Contract and 10% Deposit Due	Administration Recommends and Board Determines Space Availability for Coming Year
July 15	Business Office Bills Semester I Tuition	If Applicants Accepted, Business Office Sends Contract and Tuition Deposit Invoice
August 1	Semester I Tuition Due	Contract and 10% Deposit Due
August 31	Last Day for Payment of Semester I Tuition - Enrollment Blocked	Last Day for Payment of Semester I Tuition - Enrollment Blocked
November 1	Business Office Bills Semester II Tuition	Business Office Bills Semester II Tuition
December 1	Semester II Tuition Due	Semester II Tuition Due
December 31	Last Day for Payment of Semester II Tuition Without Penalty	Last Day for Payment of Semester II Tuition Without Penalty
January 15	Last Day For Payment of Semester II Tuition - Enrollment Blocked	Last Day for Payment of Semester II Tuition - Enrollment Blocked
<i>References:</i>	<i>Policy #6254</i> <i>Procedure #6254 P.1 + appendix</i> <i>Procedure #6254 P.2</i> <i>Procedure #6254 P.3</i> <i>Procedure 6254 P. 4</i>	

Adoption Date: March 7, 2000