

Authority	The Superintendent or designee is authorized to accept or reject any transfer requests, provided that such action is without regard to race, religion, color, sex, disability, national origin, or ancestral language.
Transfer Requests	A nonresident student wishing to transfer into the District shall file an application for transfer each school year with the Superintendent or designee. The application must be filed by May 1 before the school year for which admission is requested. Requests for admission as a transfer student after May 1 shall be considered on a case-by-case basis.
Exception <i>Employees’ Children</i>	Children of nonresident District employees may attend District schools as tuition-free transfer students if a current transfer form is in place. School assignments in such cases shall be determined by the Superintendent or designee based upon available space.
Factors	In approving transfers, the Superintendent or designee shall consider the following factors: <ol style="list-style-type: none">1. The grade level, class, or program requirements of the student seeking admission and the effect of additional students in that grade or program on class size, staffing, and facilities.2. The disciplinary record of the student seeking admission.3. The attendance record of the student seeking admission.4. If known, the parents’ compliance with reasonable District and campus requirements and compliance with District policy.
Transfer Agreement	<p>Before a transfer student is officially admitted to District schools, the parents and the Superintendent or designee must execute a transfer agreement that specifies the terms of the student’s admission, including the amount of any tuition that will be assessed and the schedule of tuition payments.</p> <p>A transfer student shall be notified in the written transfer agreement that he or she must follow all rules and regulations of the District. Violation of the terms of the agreement may result in a transfer request not being approved the following year.</p> <p>A transfer agreement shall be in effect for one school year only. Acceptance of a transfer student in one school year shall create no right or expectation that a student will be admitted as a transfer student in subsequent years. Admission of one student in a family as a transfer student creates no right or expectation that another student from the same family shall be admitted as a transfer student. Transfer approval decisions shall be made on a student-by-student basis according to the factors and restrictions noted above.</p>

Tuition	<p>If the District charges tuition, the amount shall be annually set by the Board, within statutory limits.</p> <p>Tuition must be paid in advance of each semester or according to the payment schedule in the transfer agreement.</p>
Waivers	<p>The Board may waive tuition for a student based on financial hardship upon written application by the student, parent, or guardian. [See FP]</p>
Nonpayment	<p>The District may initiate withdrawal of students whose tuition payments are delinquent.</p>
Transportation	<p>The District shall not provide transportation for transfer students who reside in another district unless required by law. The parent or student shall be responsible for transportation to and from the District school to which the transfer student is assigned.</p>
Appeal	<p>Any appeals shall be made in accordance with FNG(LOCAL) and GF(LOCAL), as appropriate.</p>