

Kiowa County Schools USD 422
Application for Nonresident Student Enrollment

The USD 422 Board of Education has determined the capacity available in each grade level of the school district for the upcoming school year.

The number of open seats available to nonresident students in each grade level can be found on the district's website at www.usd422.org.

This application must be submitted between January 1, 2025 and June 15, 2025.

I. Admittance is Sought For:

<u>Name</u>	<u>Age</u>	<u>Date of Birth</u>	<u>Grade</u>	<u>School Presently Attending</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

II. Family Information

Mother's Name _____ Home Phone _____

Home Address _____ Cell Phone _____

Father's Name _____ Home Phone _____

Home Address _____ Cell Phone _____

(If other than parent):

Legal Guardian's Name _____ Home Phone _____

Home Address _____ Cell Phone _____

Is transportation desired if available? ☐ Yes ☐ No

III. Reason for Request:

IV. Student Information

Are any of the above-named students for whom admission is sought:

YES NO

- Currently subject to or has been expelled, long-term suspended or other discipline issues from any school or districts?

☐ ☐

IF YES, WHICH STUDENT(S) _____

- Maintaining less than a C or 2.0 GPA?

☐ ☐

IF YES, WHICH STUDENT(S) _____

- Deficient in credits corresponding to their year in school?

☐ ☐

IF YES, WHICH STUDENT(S) _____

- In compliance with conditions imposed by a juvenile court?

☐ ☐

IF YES, WHICH STUDENT(S) _____

Please indicate the approximate number of days the student(s) have been absent during the past two school years.

Student _____ Days _____ Student _____ Days _____

Student _____ Days _____ Student _____ Days _____

V. Priority Enrollment Criteria Questions

YES NO

- Do the above-named student(s) have siblings who are accepted to enroll in and attend school at USD 422 for the 25-26 school year?

☐ ☐

- Are any of the above-named students military students?

☐ ☐

IF YES, WHICH STUDENT(S) _____

- Are any of the above-named students in the custody of the Department of Children and Families and living in the home of a nonresident student who attends school in the district?

☐ ☐

IF YES, WHICH STUDENT(S) _____

- Do any of the above-named students have a parent or person acting as a parent employed by the district?

☐ ☐

IF YES, WHICH STUDENT(S) _____

- Are any of the above-named students experiencing homelessness?

☐ ☐

IF YES, WHICH STUDENT(S) _____

The following information needs to be sent to Kiowa County Schools USD 422, 710 S. Main St., Greensburg, Kansas 67054:

☐ Official Transcript (Grades, Test scores)

☐ Attendance Records

☐ Health Records

☐ Discipline Record

☐ Other Student Needs

V. Conditions for Acceptance

- If the number of applications for the grade level and school building referenced herein is less than the number of available seats for that grade level in the school building, an eligible nonresident student deemed in good standing will be accepted for enrollment and attendance at the school district for the 2025-2026 school year and will be permitted to continue enrollment and attendance in the district, unless such student is no longer deemed by district administration to be in good standing.
- If the number of applications for a grade level in a school building referenced above is greater than the number of available seats for the grade level in the school building, district administration shall accept students in good standing based on priority enrollment status first. If capacity remains after accepting priority enrollment students, the administration will randomly select nonresident student applicants deemed to be in good standing for enrollment using a confidential lottery process that will be completed on or before July 15 of each year.

- If applicant is not a resident of Kansas, enrollment may only be considered if applicant's parent or person acting as a parent is an employee of the district, applicant is a homeless student and this is the applicant's district of origin, or if capacity remains after the district has completed its nonresident selection process, the student is in good standing, and district administration opts to allow out-of-state students to enroll.
- If applicant is not accepted for or is denied enrollment at the district, the district will provide notice to the parent or person acting as a parent of the nonresident student or the adult or emancipated applicant of the reason for the nonacceptance or denial and an explanation of the nonresident student selection process on or before July 30 of each year.
- The student must maintain good citizenship and steady academic growth to stay in attendance at USD 422. Attendance at our school may be discontinued if citizenship, academics and/or attendance do not meet district standards and guidelines.
- Providing false information on this form will result in the application being denied or the admission being revoked.
- The following disciplinary actions during the school year may result in review of your application before the USD 422 Board of Education and administration:
 - Out of School Suspension
 - In-School Suspension
 - Repeated classroom removal
 - Repeated office referrals
 - Excessive absences or tardies
- The district shall not be required to provide transportation to nonresident students unless otherwise required to do so by applicable law.
- If accepted to enroll in school in the district, applicant shall not be exempt from the requirements of the Kansas State High School Activities Association (hereafter "KSHSAA") regarding eligibility to participate in KSHSAA activities.

VI. Consent & Signature

I have read and I agree to the conditions of acceptance established for this attendance exception application as explained above. The signature below indicates the above information is current to the best of the parent's/guardian's knowledge and that authorization is given to investigate school records and school progress of the above-named student(s) for whom admission is sought by whatever means deemed necessary by USD 422 personnel. If my application for attendance exception is approved, I understand that it may be discontinued immediately if my child does not maintain acceptable citizenship, academic progress and attendance.

Parent's/Guardian's Signature _____

Date _____

Administrative Determination and Reasoning

Date Application Received: _____

- ☐ Approved (applicant is a homeless student either residing in district or for whom the district is the school of origin [Priority Enrollment Criteria Question 1])
- ☐ Approved (applicant meets Priority Enrollment Criteria regardless of capacity and is in good standing [Priority Enrollment Criteria Question 2 or 3])
- ☐ Approved (applicant meets Priority Enrollment Criteria, is in good standing, and capacity is available [Priority Enrollment Criteria Question 4 or 5])
- ☐ Approved (capacity is greater than number of applications, and applicant is in good standing)
- ☐ Approved (capacity is less than number of applications, applicant is in good standing, and applicant was randomly selected in lottery)
- ☐ Denied due to lack of capacity
- ☐ Denied due to ineligibility to attend school in Kansas pursuant to K.S.A 72-3118 (age of eligibility)
- ☐ Denied due to lack of good standing
- ☐ Denied due to residency outside of the state of Kansas

Appeal Process

A **current** nonresident student who is determined not to be in good standing shall not be entitled to the appeal process outlined herein.

If a nonresident student's application for enrollment is denied because the student is determined not to be in good standing, the parent or person acting as a parent may appeal the administrative decision to the board.

If a parent or person acting as a parent wishes to appeal this decision, a written request for an appeal must be submitted to the clerk of the board within 10 days of receiving notice the student's application has been denied for lack of good standing. Such request shall include the individual's reasons for disagreeing with the administration's decision.

The board shall consider any appeal of these decisions and any supplemental documentation provided therewith at the next regularly scheduled board meeting following receipt of the request for appeal, and the board's designee shall notify the requestor of the result of the appeal in writing within 10 days of the board's decision thereon.