

**Procedures for Enrollment of Out-of-District Students
2018-2019**

Beginning for the 2018-2019 school year, Swain County Schools will consider applications for enrollment of non-resident students on or before the 20th student day of the SCS calendar (Sept. 17, 2018).

After that date, applications may only be considered, at the principal's discretion, for documented emergency situations. This is because it is often difficult to match classes with schedules from the school where they are leaving.

Non-resident parents/guardians must complete an application form, which includes:

- Parent and student demographic information
- A brief written statement of the reason for requesting out-of-district enrollment
- A signed release from the superintendent of the school system of residence
- Signed acceptance from the superintendent of Swain County Schools
- Parent signature and acceptance of requirements/conditions for initial and continued enrollment

Requirements/conditions for initial and continued enrollment:

- Students may not be under an active term of suspension in his/her home district (Affidavit A)
- Students who transfer from Alternative Learning placements will be placed in SCS ALC programs at an entry level
- Parents/guardians are responsible for transportation of students to and from school
- Students must arrive and depart school on the regular schedule
- Students must demonstrate acceptable standards of attendance, academic progress, and behavior
- If a student develops serious and/or habitual behavior or attendance problems, the principal may make a recommendation to the superintendent that the permission for out-of-district enrollment be revoked, and the student be required to return to their home district school

If your son or daughter does not, or will not be residing with you, please consult the School's Administrative staff regarding the required affidavits to be completed.