



Frederick County Public Schools

2017-2018

Tuition For Nonresident Students

Student's Name: _____ **Phone No.** _____

Address: _____
 (Street or Route) (City) (State) (Zip)

Parent's Name: _____ **Phone No.** _____

Address: if different _____
 (Street or Route) (City) (State) (Zip)

School you wish to attend: _____

School previously attended: _____

Date left: _____

Reason for leaving: _____

Does your student receive any special programming or services as part of his/her planned school program? Yes No

Does your student have an IEP or 504 Plan? Yes No

(Note: If your child has an IEP/504 Plan and is new to the division, a copy must be submitted with this form.)

My signature below authorizes this application and affirms my understanding that all tuition and related charges for the student shall be in accordance with school board policy and regulation which may include additional charges for any special education or gifted and talented services if or when applicable. Further, I shall remit all monies due before the first of each semester or it will jeopardize the student's attendance in Frederick County Public Schools. (See back for policy and regulation)

 (Signature of Parent/Legal Guardian)

 (Date)

Approval Routing:

SCHOOL LEVEL

Check if applicable If either box above is marked "yes" indicating the student needs special services, the school administrator needs to contact the Director of Special Services to determine if resources are available for the student. By checking the box to the left, you are certifying the student is in need of special services and you have contacted the Director of Special Services.

Approve Deny Signature: _____ Date: _____

School level approval is final unless this form requires routing to central office for special education or administrative review.

SPECIAL EDUCATION/ADMINISTRATIVE REVIEW

Approve Deny Signature: _____ Date: _____

Comments: _____

Finance Office Use Only

1st Semester-Pymt due by 8/7/17

\$3,488.00 In-State Tuition _____
\$5,964.50 Out-of-State Tuition _____
\$697.60 Employee _____
 Tax Credit * *attach copy of tax receipts* _____
 Other Charges ** *see attached* _____
 Total Charges _____
 Date Paid _____

2nd Semester-Pymt due by 12/20/17

\$3,488.00 In-State Tuition _____
\$5,964.50 Out-of-State Tuition _____
\$697.60 Employee _____
 Tax Credit * *attach copy of tax receipts* _____
 Other Charges ** *see attached* _____
 Total Charges _____
 Date Paid _____

Year
\$6,976.00
\$11,929.00
\$1,395.20
 as applicable

** Additional costs for any special education or gifted/talented programs may be assessed.

Frederick County Public Schools Employees ONLY

Please contact Donna Doran, Finance Dept., for assistance in filling out payroll deduction. 540-545-2439 ext. 88148

I, _____ hereby authorize the FCPS finance department to deduct \$_____ monthly
 (please print)
 beginning _____ and ending _____ June 2018 _____ for the cost of my child's 2017-2018 tuition. I understand that all
 Month/Year Month/Year
 remaining amounts due FCPS upon termination of my employment prior to the end of the school year will be taken from my last paycheck.

 Signature

 Date

 Employee ID #

406R-B - Admission of Nonresident Students (Tuition)

The Frederick County Public Schools may accept tuition students. The acceptance of these students shall be based on the following guidelines:

1. The tuition charge for nonresident students as defined by state law will not exceed the total per capital cost of education, exclusive of capital outlay and debt service, for secondary or elementary pupils, as the case may be, and the actual additional cost of any special education or gifted/talented program provided for the student. The exception will occur in cases where the tuition charge is payable by the school board of the country/city of the students' residence pursuant to a contract negotiated between the school boards of the two localities. In such a case, the tuition charge shall be that amount fixed by the contract.
2. The preliminary registration of a child with disabilities does not create a legal obligation of the Frederick County School Board to provide the child with a free appropriate public education under either federal or Virginia law. The legal obligation to provide such an education remains that of the school board of the child's home school division. If parents or the resident school division seek to place a student in the Frederick County Public Schools because the resident school division has determined it has no appropriate placement for the student and/or because the resident school division has agreed to an alternative placement pursuant to an IEP for the student, the resident school division is solely responsible for the necessary and reasonable expenses incurred by the Frederick County School Board in providing the student with the required education. For non-resident students with disabilities who live outside of Frederick County to be enrolled, there must be a prior written consent agreement with the school board of the resident school division for payment of tuition and cost for all related services. The principal shall make the decision on an application for enrollment of a disabled student who lives outside of Frederick County after consulting with the Director of Special Services and the Division Superintendent.
3. A nonresident who owns real estate within Frederick County on which he pays taxes, shall, upon presentation of his/her tax-statement receipt to the clerk of the school board, be given a credit of fifty percent of the tax he/she has paid against his tuition bill. If such nonresident claims the tax credit by virtue of a real-estate tax paid by a corporation of which he/she is a member, he/she shall be required to submit to the clerk of the school board a notarized statement signed by the head of the corporation confirming the exact amount of his/her share in the real-estate tax paid by the corporation. A notarized statement from a partnership must be signed by the business partners of the nonresident who is claiming the tax credit. Fifty percent of the June real-estate tax payment will be credited toward the first-semester tuition and fifty percent of the December real-estate tax payment will be credited toward the second-semester tuition.
4. The admission of nonresident students shall not impact the individual school enrollment in such a manner as to require additional teachers or courses to be added in the school.
5. No elementary grade or secondary subject shall become overcrowded due to the admission of nonresident students.
6. Nonresident students shall be admitted with the understanding that they shall be subject to the rules and regulations of the school board and of the school or schools attended.
7. The chief administrator of the respective schools shall be empowered to accept or reject any nonresident student making application after consultation with the division superintendent. Any nonresident student who has been expelled by a school board in another school or school system will not be admitted to the Frederick County Public Schools until such time as the former school system or school would have reinstated the student. The administrator of the receiving school shall check with the administrator of the sending school of the nonresident student to obtain a report of the student's status.
8. School administrators have the right to drop from the school rolls any nonresident student who violates either school board or individual school regulations. The nonresident student must accept this condition when enrolled.
9. Tuition payments shall be made in advance of each semester. The first payment shall be made on the day the student is enrolled. The second payment shall be made no later than the first day of the second semester. If a parent or guardian who is a nonresident moves into Frederick County, such parent or guardian shall be refunded the amount of tuition paid for that portion of the semester in which the student will be a county resident. Tuition payments shall be made by check to the Frederick County School Board and sent to the finance officer.
10. If a student whose parents reside in Frederick County is enrolled in a county school and the parents move into another jurisdiction, the student may remain in a Frederick County school on a tuition basis. If the student's parents move after March 31, the student may complete the year without tuition costs.
11. Students attending the Frederick County Public Schools under a foreign exchange program approved by the board shall be admitted without the payment of tuition.
12. Nonresident students must provide their own transportation to and from the assigned school.
13. The tuition charge for children of nonresident employees shall be 20 percent of the in-state tuition fee except for children with disabilities. A nonresident employee that registers a child with disabilities does not create a legal obligation for the Frederick County School Board to provide the child with a free appropriate public education under federal or Virginia law. If parents or the resident school division seek to place a student in the Frederick County Public Schools because the resident school division has determined it has no appropriate placement for the student and/or because the school board of the resident school division has agreed to an alternative placement pursuant to an IEP for the student, the resident school division is solely responsible for the necessary and reasonable expenses incurred by the Frederick County School Board in providing the student with the required education in excess of any state and federal funds paid to the Frederick County School Board. For non-resident students with disabilities who live outside of Frederick County to be enrolled, there must be a prior written consent agreement with the school board of the resident school division for payment of tuition and cost for all related services. The principal shall make the decision on an application for enrollment of a disabled student who lives outside of Frederick County after consulting with the Director of Special Services and the Division Superintendent.

Legal Reference:

Code of Virginia, Section 22.1-5.