



Board of Education
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ONSLOW
COUNTY
SCHOOLS



Superintendent
Rick Stout

TO: Parent/Legal Guardian/Custodian*

FROM: Dr. Barry D. Collins, Assistant Superintendent/Human Resources

REFERENCE: Onslow County Board of Education Policy 4130 – Discretionary Admission

Individuals requesting an out-of-county placement must return the following **four documents**:

- **Original Out-of-County Student Application** (attached) to attend Onslow County Schools
- **Release Letter** from the school superintendent of the county/local education agency (LEA) in which the Parent/Legal Guardian presently resides
- **Student Conduct Report Form** (attached) filled out by the School Administrator (NOT PARENT) where student last attended
- **Transcript or Latest Report Card** from the school last attended

Submit the **original application** to the Student Services Department at:

Onslow County Schools
Student Services
200 Broadhurst Road
Jacksonville, NC 28540

All other documents may be **faxed to the Student Services Department at 910-455-0459**.

The completed application will be presented to the Onslow County Board of Education for review and action. You will be notified of the Board's decision by letter. **Tuition for the 2017-2018 school year is \$1,985.00 for each child.** Upon written notification of approval, and prior to the student's enrollment, tuition is to be paid in full at the central office where you will be issued a receipt of payment. Tuition is to be paid by cash, certified check, or money order, made payable to **ONSLOW COUNTY SCHOOLS**.

Completed applications for out-of-county placement **must be submitted no later than June 1, 2017** to allow sufficient time for the Board to respond to the request prior to the first day of school.

Parent's or legal guardian's who own real property and paid real property taxes to Onslow County for tax year 2016 may be eligible for a credit toward tuition. Please contact Student Services at (910) 455-2211 ext. 20419 regarding the credit.

Per North Carolina High School Athletic Association, a student transferring from one member school in one Local Education Agency (LEA) to another member school in a different LEA must sit out 365 days for athletic participation. Exceptions for immediate athletic eligibility for transfers from one LEA to a different LEA will be heard by a special NCHSAA transfer committee. NCHSAA waiver forms are available on our website under Athletic Eligibility.

Legal guardian/custodian. - The person or agency that has been awarded legal custody of the student by a court.



ONslow COUNTY SCHOOLS
Request for Reassignment - Out-of-County Application

School Year Requested 2017-2018 [] Initial Request [] Renewal

You must submit an application for each child (please list all siblings attending Onslow County Schools on next page):

Student Name Date of Birth Grade Level 2017/18
(Last) (First) (MI)

Request to Attend Onslow County Schools

County (LEA) of Residence

School Requesting to Attend

Attending/Last School Attended

Tuition situations only: Did you own real property and pay real property taxes to Onslow County in 2016? [] Yes

If yes, you must attach a paid tax receipt from the Onslow County Tax Office for the tax year 2016 to be eligible for a tuition credit. [] No

Request to be Released from Onslow County Schools

County (LEA) Requesting to be released to

School requesting to attend

Attending/Last School Attended

Name of Parent/Legal Guardian Relationship to Child

Parent/Legal Guardian Address

City State Zip

Mailing Address (If Different From Above)

Home Phone Cell Phone Work Phone

Onslow County School Employee [] Yes [] No - If yes, location of Employment

On a separate sheet of paper state your educational reason for transfer. List all siblings.

As the parent or court appointed legal guardian/legal custodian, I understand that if this request is approved, I must provide transportation to and from school. An out of county transfer is a privilege. If this request is denied, I may appeal* the decision to the Board of Education, in writing, within five days of receipt of denial. I further understand that, if approved, the student must maintain daily punctuality, good attendance, satisfactory grades and conduct.

*A parent may appeal a decision only if student is enrolled in an Onslow County School.

Middle and High School Students Only:

Does this student participate in athletics? [] Yes [] No - If yes, name of sport

Per NCHSAA (North Carolina High School Athletic Association) policy, a student may not participate in the same sport at a second school during the same sport season, except in the event of a bona fide change in residence of the parent (s), legal guardian or legal custodian; change of schools must be contemporaneous with change of residence.

A student transferring from one member school in one Local Education Agency (LEA) to another member school in a different LEA must sit out 365 days for athletic participation. Exceptions for immediate athletic eligibility for transfers from one LEA to a different LEA will be heard by a special NCHSAA transfer committee. Waiver information is available on the Onslow County Schools website.

Signature of Parent Date

*****For Office Use*****

Released by Home Unit [] Yes [] No Student Conduct Satisfactory [] Yes [] No
Will pay tuition fee [] Yes [] No Transcript/Latest Report Card Attached [] Yes [] No
Eligible for tuition credit [] Yes [] No Tuition Amount Due \$



ONslow COUNTY SCHOOLS

Reason for Request for Reassignment - Out-of-County Application

Student Name

Date of Birth

Grade Level
2017/18

(Last)

(First)

(MI)

Please list all siblings attending Onslow County Schools (you must submit one application per child):

Last Name

First Name

2017-18 Grade
Level

School Requesting to
Attend

State your reasons for this request. **Be specific.** Attach required supporting documentation based upon reason for request (if applicable).

Lined area for providing reasons and supporting documentation.

Signature of Parent

Date

Signature and date lines.



TO: Principal or School Administrator
 FROM: Dr. Barry D. Collins, Assistant Superintendent/Human Resources
 SUBJECT: Student Conduct Report for Out-of-County Student Admission Request

Please have the principal or school administrator complete the following report:

Full Name of Student _____

Name of School _____

Grade _____

Does the student have an Individual Education Plan (I.E.P.)? _____ Yes _____ No

Was student in good standing academically during the 2016-2017 school year? _____ Yes _____ No

Was student's conduct acceptable during the 2016-2017 school year? _____ Yes _____ No

Has student met all attendance requirements according to OCS policy 4400? _____ Yes _____ No

If no, please explain _____

If the conduct was not acceptable:

Is student eligible to return to your school? _____ Yes _____ No

Was student sent to In-School Suspension during 2016-2017? _____ Yes _____ No

If yes, for how many days? _____

For what reason(s)? _____

Was student suspended out-of-school during 2016-2017? _____ Yes _____ No

If yes, for how many days? _____

For what reason(s)? _____

 Signature of School Administrator

 Position of School Administrator

 Date

 School Phone Number