

Thomasville City Schools

New Non-Resident Student Enrollment Information

We are excited to have your family with us! New Student Registration (Enrollment) is a process for students and families who are completely new to Thomasville City Schools. This is the correct pathway to register (enroll) if you have moved into the Thomasville City School district mid-year or if you are a student entering grades K-12 at the beginning of a new school year.

Online Enrollment Steps

1. Print a copy of this packet and complete for each student being enrolled. This form is fillable and can be downloaded, completed and then printed.
2. Bring completed and signed packet to the enrolling school. If you are enrolling students in more than one school, then a packet should be delivered to each school. Please have any required documentation when bringing the packet to the school.
3. Receive any additional items and instructions from the school.
4. Contact the school if you have any questions. Contact information can be found on the last page of this document.

Note: A packet can be picked up at the school if you are unable to print a copy.

Póngase en contacto con la escuela de inscripción para obtener los formularios impresos en español.

有关以中文打印的表格，请联系注册学校。

Thomasville City Schools

PLEASE PRINT

Application For Resident Student Enrollment

PLEASE PRINT

- Forms should be completed and brought to the school by the parent or legal guardian of the student.
- Please download or request a Non-Resident Student Admissions packet if the student lives outside of the TCS District.
- If you are unsure if your current address is within the TCS district, please contact the school.

SCHOOL: _____

GRADE: _____

STUDENT INFORMATION

LAST NAME: _____

FIRST NAME: _____

MIDDLE NAME: _____

DATE OF BIRTH: _____

PLACE OF BIRTH: _____

GENDER: (Circle) Male Female

SOCIAL SECURITY NUMBER (VOLUNTARY): _____

PHYSICAL ADDRESS (911 ADDRESS):

MAILING ADDRESS (IF DIFFERENT):

LAST SCHOOL ATTENDED: _____

STATE: _____ CITY: _____

LAST GRADE: _____

SPECIAL SERVICES RECEIVED: _____

PREVIOUS HOME ADDRESS: _____

STUDENT LIVES WITH: (CIRCLE) Both Parents Mother Father Other

Please explain if Other: _____

Please provide court/judge documentation of custody arrangement if Other.

Parent/Guardian Signature

Date

PARENT/GUARDIAN INFORMATION

MOTHER/GUARDIAN: _____

CELL PHONE: _____

ADDRESS: _____

EMAIL: _____

EMPLOYER: _____

WORK PHONE: _____

FATHER/GUARDIAN: _____

CELL PHONE: _____

ADDRESS: _____

EMAIL: _____

EMPLOYER: _____

WORK PHONE: _____

SPECIAL CUSTODY INFORMATION: _____

Parent Signature: _____

EMERGENCY CONTACT INFORMATION

Please list phone numbers other than your own

EMERGENCY CONTACT #1:

NAME: _____

PHONE: _____

RELATIONSHIP: _____

HAS PERMISSION TO CHECK STUDENT IN/OUT (Circle): YES NO

EMERGENCY CONTACT #2:

NAME: _____

PHONE: _____

RELATIONSHIP: _____

HAS PERMISSION TO CHECK STUDENT IN/OUT (Circle): YES NO

EMERGENCY CONTACT (Additional if needed):

NAME: _____

PHONE: _____

RELATIONSHIP: _____

HAS PERMISSION TO CHECK STUDENT IN/OUT (Circle): YES NO

EMERGENCY CONTACT (Additional if needed):

NAME: _____

PHONE: _____

RELATIONSHIP: _____

HAS PERMISSION TO CHECK STUDENT IN/OUT (Circle): YES NO

OTHER CONTACT INFORMATION

These people have permission to check my child in/out of school in accordance with school system procedures.

NAME: _____ PHONE: _____

RELATION TO STUDENT: _____

NAME: _____ PHONE: _____

RELATION TO STUDENT: _____

NAME: _____ PHONE: _____

RELATION TO STUDENT: _____

STUDENT ETHNICITY

QUESTION 1: Is this student Hispanic/Latino?

_____ NO, not Hispanic/Latino _____ YES, Hispanic/Latino

QUESTION 2: What is this student's race? Choose 1 or more.

A parent has the right to refuse this information.

___ American Indian or Alaska Native

___ Asian

___ Black or African American

___ Hawaiian or Other Pacific Islander

___ White

SIBLING INFORMATION

LAST NAME: _____ FIRST NAME: _____

MIDDLE NAME: _____ DATE OF BIRTH: _____

GENDER: (Circle) Male Female AGE: _____

Is this sibling enrolled in Thomasville City Schools? (Circle) YES NO

Is this sibling currently enrolling in Thomasville City Schools? (Circle) YES NO

Please select the school/program if this sibling is in Thomasville City Schools, is enrolling in Thomasville City Schools, in a day care or is staying at home:

Thomasville Head Start _____ Other Day Care: _____

Thomasville Pre K _____ Stays At Home/Other: _____

Thomasville Elementary _____ Grade: _____ (Kindergarten through 4th)Thomasville Middle _____ Grade: _____ (5th through 8th)Thomasville High _____ Grade: _____ (9th through 12th)

LAST NAME: _____ FIRST NAME: _____

MIDDLE NAME: _____ DATE OF BIRTH: _____

GENDER: (Circle) Male Female AGE: _____

Is this sibling enrolled in Thomasville City Schools? (Circle) YES NO

Is this sibling currently enrolling in Thomasville City Schools? (Circle) YES NO

Please select the school/program if this sibling is in Thomasville City Schools, is enrolling in Thomasville City Schools, in a day care or is staying at home:

Thomasville Head Start _____ Other Day Care: _____

Thomasville Pre K _____ Stays At Home/Other: _____

Thomasville Elementary _____ Grade: _____ (Kindergarten through 4th)Thomasville Middle _____ Grade: _____ (5th through 8th)Thomasville High _____ Grade: _____ (9th through 12th)***Please list additional siblings on a separate sheet of paper or request extra information sheets from the school.***

RESIDENCY QUESTIONNAIRE

Note: The school can help you complete this questionnaire. Please contact the school office with any questions you may have.

The answer you give below will help Thomasville City Schools determine what services you or your child may be able to receive under the McKinney-Vento Act. Students who are protected under the Act are entitled to immediate enrollment in school even if they do not have the documents normally needed, such as proof of residency, school records, immunization records, or birth certificate. Students who are protected under the Act may also be entitled to transportation and other services.

Where is the student currently living? (Please check only 1 selection.)

- _____ In a shelter
- _____ With another family or other person because of loss of housing or as a result of economic hardship (sometimes referred to as “doubled up”)
- _____ In a hotel/motel
- _____ In a car, park, bus, train, or campsite
- _____ Other temporary living situation (Please describe) _____
- _____ In permanent housing

PLEASE LIST ALL SIBLINGS WHO LIVE AT THIS ADDRESS:

1. _____ AGE: _____ GRADE: _____
2. _____ AGE: _____ GRADE: _____
3. _____ AGE: _____ GRADE: _____
4. _____ AGE: _____ GRADE: _____
5. _____ AGE: _____ GRADE: _____

DETERMINATION OF RESIDENCY STATUS

Listed address is subject to home visit verification(s) at any time before or after student enrollment.

NAME OF PARENT/GUARDIAN STUDENT WILL BE LIVING WITH:

PHYSICAL ADDRESS (911 ADDRESS):

DOCUMENTATION OF RESIDENCY

Check the appropriate square and attach your documentary evidence. Proof of residency requires a copy of a minimum of 2 documents listed.

_____ Current valid driver's license or ID card

_____ Current rental contract (Lessor name, address and phone number)

_____ Current real estate contract signed by all parties (Home construction in progress)

_____ Current mobile home/apartment purchase or rental receipt, lease agreement, lot number, and physical location/address

_____ Current utility bills (electric, water, gas, telephone) deposit receipt

_____ Current payroll check or employment documents with address

_____ Latest federal income tax return (address on return)

Falsification of a residential address will result in an immediate withdrawal of the student.

PARENT SIGNATURE: _____ DATE: _____

**REASONS FOR REQUESTING ENROLLMENT/TRANSFER
TO THOMASVILLE CITY SCHOOLS**

Note: Non-Resident applications will not be considered until all information is submitted.

By signing this form below, the student and parent are:

1. Stating all information submitted is accurate and complete and acknowledging incomplete and/or false information may result in denial or revocation of admission in Thomasville City Schools.
2. Acknowledging receipt of the Non-Resident Student Policy for parent and student review.
 - a. Policy will be a part of this document if printed at home.
 - b. Policy will be included in the Non-Resident Enrollment packet if picked up at the school.
3. Agreeing to abide by the Thomasville City Schools code of conduct, standards of academic effort, attendance requirements and non-resident student policy.
4. Agreeing to maintain adequate academic progress towards grade promotion and/or graduation.

Parent Signature: _____ Date: _____

ALABAMA STATE DEPARTMENT OF EDUCATION
EMPLOYMENT SURVEY

Dear Parents or Guardians;

Please complete the following survey. The results of this survey will be used to determine if you are possibly eligible for the Migrant Education Program.

STUDENT NAME: _____

NAME OF PARENT OR GUARDIAN: _____

1. Have you moved during the last 3 years **to work or seek to work** even if it was for a short period of time? _____ YES _____ NO
 If yes, what type of work are you or your spouse doing now? _____

2. Have you or your spouse **ever worked** in an activity directly related to some of the following? Please check all applicable:
 - _____ The production or process of harvests, milk products, poultry farms, poultry plants, cattle farms
 - _____ Fruit farms
 - _____ The cultivation or cutting of trees
 - _____ Work in nurseries or sod farms
 - _____ Fish or shrimp farms
 - _____ Worm farms
 - _____ Catching or processing seafood (shrimp, oysters, crabs, fish, etc...)

3. From what city, state or country did you come from?

4. What type of work did you or your spouse do before coming here?

HOME LANGUAGE SURVEY

Federal and state laws require the following information be collected about the primary and home language of every student upon enrollment in the school district. Please complete a survey for each child you are enrolling in the school district.

1. What language did your child learn when he/she first began to talk?

2. What language does your child most frequently speak at home?

3. What language is spoken by you and your family most of the time at home?

If a language other than English is indicated for any of the above questions, the school district will test your child's English language proficiency to determine eligibility for initial and continuing placement in an English language development program. You will be notified about the results of this testing.

4. If available, in what language would you prefer to receive information from the school?

PARENT SIGNATURE: _____ DATE: _____

School Office Use Below – Do Not Fill In

Date Received by Office: _____

Date of Initial Address Verification: _____

Date of SPED Coordinator Notification (If applicable): _____

This Page And Following Pages Can Be Removed And Kept By The Parent/Guardian

NON-RESIDENT STUDENT POLICY

CHAPTER 5.00 - STUDENTS

NON-RESIDENT STUDENT ADMISSIONS 5.13

The Thomasville City Board of Education recognizes that a child must generally be a bona fide resident in the area served by the school system in order to attend its schools. However, students residing with their parent or legal guardian outside the Thomasville City School attendance zone may submit a written application to the Principal for enrollment in the Thomasville City School District. The Superintendent and board may establish criteria for the admission of such non-resident students and may also require the payment of tuition in connection with their admission. The school system does not provide transportation to and from school or homebound instruction outside of the Thomasville City School attendance zone.

Admission of Non-Resident Students

Requests for admission by parents, guardians, or custodians of students who do not reside in the Thomasville City Schools district, but who wish to enroll their child in the school system as non-resident students will be considered by the Superintendent, or his designee if:

1. The non-resident enrollment is for educational reasons;
2. The parents, guardians, or custodians provide transportation to and from school;
3. The parents, guardians, or custodians pay any school or classroom fees in a timely manner as established by the school system.

The Superintendent, or his designee, will have the discretion to accept or deny the request for enrollment of non-resident students. Their decision to accept or deny a nonresident student may be based on consideration of the following factors, as well as any other factor which could show that the student's admission would have a positive or adverse impact on the school system:

1. Whether the transfer places an undue burden on the Thomasville City School system;
2. Whether the school system currently has an instructional program that will meet the educational, physical, and emotional needs of the student;

3. Whether the school system has an availability of space at the grade level, instructional program or school level. Enrollment projections for subsequent years may also be used in making this determination;
4. Whether the student is in good academic standing at his/her current or previous school;
5. Whether the student has an acceptable behavior record at his/her current or previous school;
6. Whether the student has an acceptable attendance record at his/her current or previous school;
7. Whether the student has been convicted of possession, use, distribution or any other controlled substance violation;
8. Whether the student has been convicted of any weapons violation;
9. Whether the student has been convicted of any other criminal or statutory violation which could be deemed as having an adverse impact on the school system;
10. Whether the student's need(s) can be accommodated with current staffing and program offerings and/or whether the student's enrollment adversely affects the programming for resident students;
11. Whether the transfer would adversely impact capacities of programs, classes, grade levels, and buildings within the district;
12. Whether there is exceptional and compelling personal hardship unique to the student and/or the student's family;
13. Whether the student's parent(s) and/or guardians are employed full time by the school system.

The Superintendent, or designee has the discretion to deny any and all transfer requests without presenting the same to the board. There is no right to challenge or appeal the decision of the Superintendent, or his designee. The admission of non-resident students will review each year to insure the continued enrollment of a student, or students, will meet the above requirements. In connection with the above factors, the school system reserves the right to annually establish capacities of programs, classes, grade levels, and buildings within the district, upon consideration of current and projected enrollments in light of physical, fiscal, and human resources projected within the district.

Placement of Non-Resident Students

Non-resident students transferring to the school system shall be placed by the Superintendent, or his designee, in those classes or at those grade levels for which their

previous educational experiences appear to qualify them. The Thomasville City School system reserves the right to change or modify such placements on the basis of later information, testing, or investigation.

Transportation of Non-Resident Students

Out of district transportation will not be provided nor will mileage be paid for private transportation. If adequate seating is available, students may be transported if they meet the bus at the nearest in-district bus stop or other in-district location. Seating availability and location of the appropriate bus stop location for student pick up will be made by the Thomasville City Schools Transportation Director. The school reserves the right to remove transportation access if changing enrollment, bus routes or other just reason places an undue burden on the school system.

Non-resident students being transported by private transportation shall not be dropped off at school before the established take in time of the school. Violation of this may result in revocation of the non-resident student's admission.

Non-resident students being transported by private transportation shall not be allowed to remain at school after the established pick up time of the school. Violation of this may result in revocation of the non-resident student's admission. Each school will establish acceptable student take in and pick up times to ensure a safe and orderly environment.

Annual Review

An annual review of non-resident students will be conducted by the school system. The following factors will be considered to determine continued enrollment of a non-resident student:

1. Attendance
2. Disciplinary record
3. Citizenship
4. Academic progress toward graduation
5. Projected enrollment and its impact on school system staffing, facility loads, class sizes or grade level enrollment
6. Any other factor or requirement set forth in this policy at its implementation or revision

Cancellation of Enrollment

A non-resident student's enrollment in the school system is not a property right of the student (or his/her parent(s) or guardian(s)), and the student (or his/her parent(s) or guardian(s)) shall not obtain any vested rights with respect to enrollment. A non-resident

student has no guarantee, expectation or right that such enrollment will be available to the student for any succeeding year.

The non-resident student's enrollment is subject to cancellation at any time by the school system for violation of any requirement set forth in this policy or failure to meet and/or maintain any standard set forth in this policy.

Whether or not the non-resident student (and/or his/her parent(s) or guardian(s)) shall have an opportunity to confer with the Superintendent prior to any such discontinuance or cancellation, with any information relevant to the school system's recommendation, is within the discretion of the Superintendent.

Accuracy and Completeness of Requested Student Information

If during or after the admission acceptance process, the Superintendent, or his designee, finds that the applicant has misrepresented or failed to provide a complete set of information requested during the application process, then the school system may decline or revoke any admission of the non-resident student.

Non-Resident Student Tuition

Where tuition is applicable to the non-resident student:

As of July 1st, 2019, the tuition will be due thirty (30) days prior to the students first day of each semester and no later than ten (10) days prior to the students first day of each semester.

- (\$100.00 due before each semester)
- Annually or bi-annually

A late fee will be assessed after the late fee date. The fee will correspond with the LEA's bank of record's late fee for personal loans.

Thomasville City Schools will not discriminate concerning non-resident student transfers on the basis of race, color, religion, sex, national origin, age, or handicapping conditions, including limited English proficiency, in its decision, nor will it enforce this policy in such a manner that would otherwise violate state or federal law or court order.

STATUTORY AUTHORITY: CODE OF ALABAMA

LAW(S) IMPLEMENTED:

ALABAMA ADMINISTRATIVE PROCEDURE ACT: _____

HISTORY: ADOPTED: MAY 24, 2016 REVISED: MAY 21, 2019

Documentation Parents/Guardians Will Need To Bring To The School:

1. Original Blue Health Card (Immunizations)
2. Copy of Birth Certificate
3. Copy of Social Security Card
4. Notice of Withdrawal from the previous school
5. Copy of Attendance Report
6. Copy of Discipline Report
7. Copy of current grades and your student schedule
8. Proof of Residency (2 items minimum)
9. A completed Health Assessment Records Form

Note: A Lunch Application can be filled out online at www.thomasvilleschools.org

SCHOOL CONTACT INFORMATION

Thomasville Elementary School	–	(334) 636-0063
Thomasville Middle School	–	(334) 636-4928
Thomasville High School	–	(334) 636-4451
Thomasville City Schools Central Office	–	(334) 636-9955

Thomasville City Schools Website: **www.thomasvilleschools.org**

Thomasville City Schools Facebook Page: go to **Facebook** and search:
“Thomasville Tiger Nation”