



**SYLACAUGA CITY SCHOOLS**  
**APPLICATION FOR STUDENT ENROLLMENT**  
Must be completed by Parent/Legal Guardian

PLEASE PRINT

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DATE \_\_\_\_\_ SCHOOL \_\_\_\_\_ GRADE \_\_\_\_\_

LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_ MIDDLE NAME \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ SEX: MALE FEMALE HOME PHONE \_\_\_\_\_

PHYSICAL ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_

RACE:  ASIAN  BLACK  HISPANIC  AM. INDIAN  MULTI  WHITE  PACIFIC ISLANDER

CHILD LIVES WITH:  PARENTS  MOTHER  FATHER  GUARDIAN: RELATION \_\_\_\_\_

\*SOCIAL SECURITY NUMBER (voluntary) \_\_\_\_\_

DOES THIS CHILD RECEIVE SPECIAL EDUCATION SERVICES, INCLUDING SPEECH OR GIFTED SERVICES?  
\_\_\_\_\_ Yes \_\_\_\_\_ No

PARENT(S)/GUARDIAN NAME: \*\*If guardian, provide school with a copy of guardianship papers.\*\*

MOTHER/GUARDIAN _____	Address _____
Email Address _____	Cell Phone _____
EMPLOYER _____	Work Phone _____

FATHER/GUARDIAN _____	Address _____
Email Address _____	Cell Phone _____
EMPLOYER _____	Work Phone _____

SPECIAL INFORMATION ABOUT CUSTODY \_\_\_\_\_

EMERGENCY CONTACTS: (PLEASE LIST NUMBERS OTHER THAN YOUR OWN...VERY IMPORTANT!!!)

EMERGENCY #1 CONTACT \_\_\_\_\_ EMERGENCY #2 CONTACT \_\_\_\_\_

Relation \_\_\_\_\_ Phone \_\_\_\_\_ Relation \_\_\_\_\_ Phone \_\_\_\_\_

<b>THESE PEOPLE HAVE PERMISSION TO CHECK MY CHILD OUT OF SCHOOL:</b>		
1. _____	Relation _____	Phone _____
2. _____	Relation _____	Phone _____
3. _____	Relation _____	Phone _____
4. _____	Relation _____	Phone _____

NAME AND ADDRESS OF FORMER SCHOOL: \_\_\_\_\_  
\_\_\_\_\_

PARENT SIGNATURE \_\_\_\_\_

\*Disclosure of your child's social security number (SSN) is voluntary. If you elect not to provide a SSN, a temporary identification number will be generated and utilized instead. Your child's SSN is being requested for use in conjunction with enrollment in school as provided in Ala. Admin. Code §290-3-1-.02(2)(b)(2). It will be used as a means of identification in the statewide student management system.

## **NON-RESIDENT STUDENT TUITION**

Students who do not reside within the boundaries of the Sylacauga City Schools may attend the district upon payment of a non-resident tuition fee as established by the Board of Education except those students who are resident in districts under Federal Court supervision shall not be considered for tuition enrollment. The tuition fee will be established as a factor of total cost per student less state foundation and categorical funding excluding state capital purchase funds. Student enrollment status will be reviewed on an annual basis. \*Acceptance and placement of non-resident students will be at the discretion of the board of education. The board will consider the following factors in accepting students:

- a. availability of space at the grade level and building requested
- b. previous attendance, academic performance, discipline records, educational program, and payment history

At the discretion of the Board, the right to attend the district may be revoked for flagrant and/or persistent violation of the district's student code of conduct and/or School Board Policy. No student currently under suspension, expulsion or other disciplinary action by another school district will be considered for membership in Sylacauga City Schools. The Board will not provide transportation except when students can be transported on regular routes for resident students.

Tuition is due and payable before the first day of each semester. Failure to pay tuition as agreed will result in discontinuing the student's membership status. If the parent of the non-resident student is the owner of a business located within the Sylacauga city limits, tuition credit will be granted equal to the amount of city school property taxes paid in the previous tax year.

### **REGULATIONS FOR ADMISSION OF TUITION STUDENTS**

1. Parents/legal guardians desiring to enroll a child in the Sylacauga City Schools may make application for consideration by filing a Tuition Student Application form at the Board of Education office.
2. A separate application should be filed for each student being considered for admission.
3. An enrollment information form must be completed for each applicant.
4. Students will be permitted to enroll only after approval by the Board of Education.
5. Students may enroll upon presenting a receipt indication that the annual tuition has been paid. Any exceptions to this requirement must be approved by the superintendent.
6. Students will be assigned to a school building and classroom based on the availability of space.
7. Parents/legal guardians will be required to provide the district with previous record of attendance, academic performance and discipline.
8. If you move within the city limits or your property is annexed during the school year, tuition will be refunded to you on a pro-rata basis.
9. If you withdraw your child or if your child is dismissed during the school year, tuition is non-refundable.



## Sylacauga City Board of Education Policy Manual

### 6.1.2 Admission to Schools

- a. *Resident Students* – School-aged children who reside within the municipal limits of the City of Sylacauga, Alabama, may be admitted to Sylacauga City Schools. For purposes of this policy, the residence of the student will be the residence of the custodial parent or legal guardian. If custody of the child is shared, alternating, or unclear, or if the child does not reside with a custodial parent or legal guardian, the domicile or actual physical residence of the child will control, except when there is evidence that the claimed residence of the child is not his actual residence, or that the claimed residence is fraudulently given as a means of avoiding or violating admission, enrollment, attendance, and residency standards and requirements.
- b. *Non-resident Students* – The Board may permit students who do not reside within the Sylacauga City School District to attend schools within the school system. The Board may establish criteria for admission of non-resident students, and may require the payment of tuition as a prerequisite to enrollment. The Board will not provide transportation to and from school or homebound instruction outside of the municipal limits of the City of Sylacauga.