

Non-Resident Student Application

General Information

I am applying for the child named below to attend a Carroll County Public School for the _____ school year.

Full Name of Child: _____ Requested School: _____

Gender (circle one): M F Date of Birth: _____ Grade: _____

Last School Attended (Name and Address): _____

Name of Applicant (s): _____ Home Phone: _____

Address: _____ Work / Other Phone: _____

City: _____ State: _____ Zip: _____

What is your relation to the child? (circle one) PARENT LEGAL GUARDIAN OTHER: _____
(specify relationship)

If applicant is not the parent/legal guardian for the child, parent information must be provided below:

Name of Parent: _____ Home Phone: _____

Address: _____ Work / Other Phone: _____

Name of Parent: _____ Home Phone: _____

Address: _____ Work / Other Phone: _____

Reason for Request (check appropriate section and provide information as indicated)

Moving: *Parent/legal guardian is moving into or out of Carroll County with the child within 45 days.*

When shall residency be established? _____

What is the Carroll County address where you shall reside? _____

Applicant must submit one of the following with this application: a signed contract on a home, a signed residential lease or a signed builder's letter on letterhead. Documentation must verify all of the following:

- Applicant as buyer/ renter
- Address of home being purchased/ leased
- Date that applicant will become a county resident
- Signature page signed by buyer/ renter and seller/landlord

Guardianship: *Applicant is a bona fide county resident seeking legal court-appointed guardianship of the child. It is the practice of Carroll County Public Schools to deny entry if the guardianship change is due to the parent's desire to have the child educated in a preferred school system/ environment.*

When will the applicant become the child's legally court-appointed guardian? _____

What is the reason for the guardianship change? _____

Applicant must submit the following with this application:

- Copy of guardianship paperwork filed with the courthouse, including case number
- Letter of representation from an attorney verifying the pending guardianship change (if applicable)

Family Hardship: *This application process is to be used only if the child does not qualify for kinship care.*

Applicant is a bona fide county resident caring for a non-resident child 24 hours a day, 7 days a week, because of a documented serious family hardship (death, serious illness, drug addiction, incarceration, abandonment and/or assignment to active military duty of the parent/ legal guardian) which prevents the parent/ legal guardian from caring for the child.

Describe the nature of the family hardship: _____

Contact information for authorities, agencies or individuals who can verify the family hardship claim:

NAME	AGENCY / TITLE	PHONE NUMBER
_____	_____	_____
_____	_____	_____

Applicant must submit with this application appropriate documentation of hardship as indicated below:

- Death certificate or other proof of death
 - Doctor's report noting seriousness of illness
 - Written verification of drug addiction from parent or treatment provider
 - Documentation from legal system or detention center verifying incarceration
 - Notarized statements from legal guardian, Court documentation, and/or written documentation by the Department of Social Services which verifies abandonment of the child
 - Military orders verifying active military duty
 - Any additional documentation which verifies the hardship situation
- School Based Employee (.6 TO 1.0 F.T.E.):** Applicant is a school based employee (.6 TO 1.0 F.T.E.) who desires for their child to attend the school in which the employee works or a school that directly feeds into or out of the employee's school. Tuition will be charged at a rate of \$1,000/Child/Year for a Maryland resident and ½ of the current out of state tuition/Child/Year for an out of state resident.

APPLICANT MUST SUBMIT THE FOLLOWING WITH THIS APPLICATION: PROOF OF EMPLOYMENT WITH CCPS, PROOF OF SPECIFIC SCHOOL IN WHICH THE SCHOOL BASED EMPLOYEE (.6 TO 1.0 F.T.E.) IS EMPLOYED.

- Out of County Living Arrangement:** The child is placed by a State agency, a licensed child placement agency as provided by §5-507 of the Family Law Article, or a court in a county other than where the child's parent or legal guardian resides. Child in an out-of-county living arrangement does not include a child living with a relative, step-parent, or a person exercising temporary care, custody or control over a child at the request of a parent or guardian of the child. Applicant must submit the following with this application:
- Letter/form from placement agency verifying placement of child in the home of a Carroll County resident. Documentation must include child's name, date of birth, name of parent and county in which parent resides, and name and phone number of caseworker.

Tuition

Carroll County Public Schools does not receive funding for students who are not bona fide residents. Therefore, upon the discretion of the Director of Student Services, tuition may be charged initially, after a time period of deferment or retroactivity, to pay for the costs of educating the non-resident student.

Who is financially responsible for the child? _____

Who will be responsible for tuition payment, if charged? _____

Verification of Information and Agreement to Conditions of Approval

I verify that this information provided in this application and supporting documentation is true. In addition, if tuition is charged (either initially or after a period of deferment), I agree to pay the tuition according to the terms set forth by Carroll County Public Schools. I understand that failure to make timely payments may result in denial of admission to Carroll County Public Schools, or if already attending, termination of enrollment. I understand that the child referenced above must reside with me in Carroll County on a full-time basis; those moving into the county must reside in Carroll County on a full-time basis as of the date indicated in this application. I understand that providing false information and commuting from another county/state for the primary purpose of attending Carroll County Public Schools is not permissible, subject to prosecution for felony theft.

Applicant Signature: _____ Date: _____

If the applicant is not a parent or legal guardian, those signatures are also required below:

Parent/ Legal Guardian Signature: _____ Date: _____

Parent/ Legal Guardian Signature: _____ Date: _____

Applicant will be informed of decision in writing

FOR CARROLL COUNTY PUBLIC SCHOOL USE ONLY

Pupil Personnel Worker Recommendation: _____

PPW Signature: _____ Date: _____

Approved By: _____ Date: _____

Not Approved Supervisor of Pupil Personnel & Student Support Services