



Carroll County Public Schools

125 N. Court Street | Westminster, MD 21157

410-751-3000

410-751-3034 TTY

410-751-3003 FAX

Steven Lockard, Ph.D.
Superintendent

TO: Parents

FROM: Karl T. Streaker
Director of Student Services

RE: Application to Enroll Non-Resident Out-of-County Pupils for the 2019-2020 School Year

The Board of Education recognizes as its first responsibility the education of school-aged children who are bona fide residents of Carroll County. Only such bona fide residents are eligible to enroll in Carroll County Public Schools tuition free.

A bona fide resident is a child that actually lives within Carroll County with a parent or other person who has legal custody or legal guardianship of the child documented by a signed court order.

Under certain conditions, a non-resident child may be eligible to attend school in Carroll County with or without tuition based on the guidelines established in these regulations. A determination of non-resident eligibility will be made by the student services staff on a case-by case basis. The tuition charge for the 2019-2020 school year is \$7,923 for Maryland residents and \$13,822 for out-of-state residents.

1. Tuition free eligibility up to 45 school days
 - a. Moving into Carroll County
 - b. Moving out of Carroll County
 - c. Temporarily living outside of Carroll County
 - d. Seeking guardianship (cannot be for school purposes)
 - e. Family Hardship (cannot be for school purposes)
2. Tuition based eligibility
 - a. School based employee (.6 to 1.0 F.T.E.)
 - b. Parent/Legal Guardian is employed in Carroll County
 - c. Child attends a daycare program in Carroll County

Code of Maryland regulations §7-101.3 states, "if a child fraudulently attends a public school in a county where the child is not domiciled with the child's parent or guardian, the child's parent or guardian shall be subject to a penalty payable to the county for the pro-rated share of tuition for the time the child fraudulently attends a public school in the county." Furthermore, the parent/guardian is subject to prosecution for felony theft.

Requests to enroll a non-resident pupil should be made on the attached application and should be sent to Carroll County Public Schools, Student Services Department, 125 North Court Street, Westminster, Maryland 21157. Non-resident pupils will not be permitted to enroll or attend school until approved.

**Submit Completed Application to: Carroll County Public Schools - Student Services Department,
125 North Court Street, Westminster, Maryland 21157
or FAX to 410-751-3695**

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 Parent: _____ Home Phone: _____

Address: _____ Work / Other Phone: _____

City: _____ State: _____ Zip: _____

Name of Parent: _____ Home Phone: _____

Address: _____ Work / Other Phone: _____

City: _____ State: _____ Zip: _____

Name of Applicant (if not parent): _____ Home Phone: _____

Address: _____ Work / Other Phone: _____

City: _____ State: _____ Zip: _____

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

(Specify relationship)

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

Moving: *Parent/legal guardian is moving into, out of, or living temporarily outside of Carroll County up to 45 days.*

Address where you shall reside? _____ Date of Move: _____

Applicant must submit one of the following with this application: a signed contract on a home, a signed builder's letter, or a signed residential lease, including the following: Name, Address of Property, and Settlement Date

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. Applicant must submit a copy of guardianship paperwork filed with the courthouse, including case number and a letter of representation from an attorney verifying the pending guardianship change (if applicable).*

What is the reason for the guardianship change? _____

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. Applicant must attach documentation of the hardship.

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

