

# Amelia County Public Schools

## APPLICATION FOR PUPIL TRANSFER 2018- 2019

For students residing outside Amelia County and requesting a transfer within the Amelia County Public School System

DATE:		
NAME OF STUDENT:		STUDENT ID NUMBER:
BIRTHDATE OF STUDENT:		STUDENT'S CURRENT GRADE LEVEL:
ARE THERE SIBLINGS ALREADY IN AMELIA COUNTY SCHOOLS? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, WHERE?		
HAS STUDENT RECEIVED SPECIAL EDUCATION SERVICES OR HAS STUDENT HAD AN ACTIVE INDIVIDUALIZED PROGRAM (IEP) AT ANYTIME DURING THE LAST SCHOOL YEAR? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, IN WHAT SPECIAL EDUCATION PROGRAM?		
<b>NAME OF PERSON MAKING REQUEST:</b>		
RELATIONSHIP TO STUDENT: <b>PARENT (WITH LEGAL CUSTODY) LEGAL GUARDIAN</b> ↑ <b>OTHER</b> (SPECIFY)		
STUDENT CURRENTLY ENROLLED AT:		
SCHOOL IN AREA OF RESIDENCY:		
SCHOOL REQUESTED FOR <b>2018-2019</b> SCHOOL YEAR:		
GRADE LEVEL REQUESTED FOR THE <b>2018-2019</b> SCHOOL YEAR:		
REASON FOR THE REQUEST		
SIGNATURE OF PERSON MAKING REQUEST		
STREET ADDRESS		
CITY	STATE	ZIP
HOME PHONE	WORK PHONE	CELL PHONE
EMAIL ADDRESS		

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**Please Return Request**  
**To:**

**Annie Clay, Clerk of the Board**  
**8701 Otterburn Road, Suite 101**  
**Amelia, Virginia 23002**

**804-561-2621**

***Students not currently attending an Amelia County Public School must submit a complete and current transcript, and all scholastic records (to include academic, attendance and discipline records) with this application.***

***Amelia County Public Schools does not discriminate with regard to race, color, age, national origin, gender, or handicapping condition in an educational and/or employment policy or practice. Questions and/or complaints should be addressed to the Superintendent or the Director of Pupil Personnel Services at (804) 561-2621.***

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## NONRESIDENT STUDENT AGREEMENT

THIS AGREEMENT made this \_\_\_\_\_ date of \_\_\_\_\_, 20\_\_\_\_, by and between the Amelia County School Board (hereinafter "School Board" and \_\_\_\_\_, (hereinafter referred to as ("Parents")). \_\_\_\_\_ (Parents' Names)

WHEREAS, Parents are not residents of Amelia County; and

WHEREAS, Parents have applied to the School Board to permit their child, \_\_\_\_\_ (hereinafter "Student) to attend the Amelia County Public Schools on a tuition basis for the 2018-2019 school year; and

WHEREAS, the School Board has agreed to admit Student on a tuition basis upon the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the premises, the parties agree as follows:

1. Student will be permitted to attend \_\_\_\_\_ School for the 2018-2019 school year so long as space is available in an appropriate program for Student, which program is \_\_\_\_\_ grade (describe, e.g. third grade).
2. Parents shall pay the tuition in the amount of **\$0.00** established by the School Board for nonresident students on the basis as set forth in the student's approval letter. Parents shall also pay when due all charges and fees for student's classes and activities set by the school system for such classes and activities. Should student's program change during the year, parents agree to pay any additional tuition, charges and fees associated with the new program.

**\*The Amelia County School Board has voted to waive tuition for the 2018-2019 school year.**

3. Tuition payments are due prior to the first day of the school year. Tuition payments may be paid in full prior to the first day of school or in three (3) payments in the amount of \$500.00 with the first payment due prior to the first day of school and remaining payments due prior to the first day of each quarter. Payments should be made payable to Amelia County Public Schools and delivered or mailed to the Finance Director, Amelia County Public Schools, 8701 Otterburn Road, Suite 101, Amelia, Virginia 23002.

Please indicate payment option below.

\_\_\_\_\_ Pay tuition in full prior to the first day of school

\_\_\_\_\_ Three (3) payments of \$500.00 with the first payment due prior to the first day of school and remaining payments due prior to the first day of each quarter.

4. Parents and students agree to comply with all policies, rules and regulations of the School Board, the Superintendent and the school now or hereafter in effect.
5. Parents and student understand, acknowledge and agree that, as a nonresident, student is not entitled to attend the Amelia County Public Schools and (i) that should parents fail to pay the tuition when due, or (ii) should the Superintendent, in his/her sole discretion, determine that either an appropriate program or space in such program is no longer available, or that parents or student have not complied with any policy, rule, or regulation, permission to attend the Amelia County Public Schools may be immediately withdrawn upon written notice to the parents and without the right to or the necessity for any hearing or other procedure. In the event permission is withdrawn, due to noncompliance by the student, no refund

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will be given.

6. By their signatures below, parents and student acknowledge that they have read this Agreement and that they understand and agree to its terms.

EXECUTED the day and year first above written.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Student Signature

**Amelia County School Board**

By \_\_\_\_\_  
Amelia County Public Schools

**Parents: Completed and signed contract is to be presented to the appropriate school at the time of your first payment.**

**Schools: Signed contract is to be forwarded to:**

Annie Clay, Clerk of the Board  
Amelia County Public Schools  
8701 Otterburn Road, Suite 101  
Amelia, Virginia 23002  
Ph: 804-561-2621  
Fax: 804-561-3057  
[clay@ameliaschools.com](mailto:clay@ameliaschools.com)