



RUSSELLVILLE CITY SCHOOLS

Nonresident Request to Enroll in Russellville City Schools

Must be completed by Parent or Legal Guardian

Student Information – Please Print

Last Name _____ *Social Security Number (Voluntary) _____ - _____ - _____

First Name _____ Student ID _____

Middle Name _____ Child Lives With: ___ Both Parents ___ Mother ___ Father

Name to be called _____ Guardian: Relation _____

Home Address _____ Race: American Indian Asian Black Hispanic

City _____ County _____ Multi Race Pacific Islander White Other

State: Alabama Zip Code: _____ Special Information about custody: _____

Daytime Phone: _____ - _____ - _____

Gender: _____ Male _____ Female

If custodial parent or guardian, please provide a copy of custody paper or guardianship papers

Mother/Guardian	Father/Guardian
Last Name _____	Last Name _____
First Name _____	First Name _____
Middle Name _____	Middle Name _____
Home Address _____	Home Address _____
Mailing Address _____	Mailing Address _____
City _____	City _____
State _____ Zip Code _____	State _____ Zip Code _____
Daytime Phone _____ - _____ - _____	Daytime Phone _____ - _____ - _____
Alternate Phone _____ - _____ - _____	Alternate Phone _____ - _____ - _____
E-mail Address _____	E-mail Address _____
Employer _____	Employer _____
Address/City _____	Address/City _____
Employer Phone _____ - _____ - _____	Employer Phone _____ - _____ - _____

Emergency Contact Information – Persons to be contacted only if parents cannot be reached and have permission to check your child out of school.

Name _____	Phone _____	Relationship: _____
Name _____	Phone _____	Relationship _____
Name _____	Phone _____	Relationship _____

Name and address of former school: School: _____

Address _____ City _____ State _____ Zip _____

Reasons for wanting to attend Russellville City Schools: _____

Signature of Person Completing Form _____ Relationship _____ Date _____

STUDENT INFORMATION

Has your child ever attended Russellville City Schools? Yes No If yes, which school(s)? _____

Did child attend Pre-K/Kindergarten? Yes No Excluding Pre-K/K, how many years has child been in school? _____ Has child repeated any grade level? _____

Was child receiving Special Education, Gifted, or 504 services at their previous school? Yes No (If yes, please circle one)

Does child require daily-prescribed medication? Yes No - If yes, give name(s) of medication: _____

Does child have any pending disciplinary issues from their previous school? Yes No If yes, explain _____

SIBLINGS –Does the child have brother(s) or sister(s) currently enrolled or requesting enrollment in Russellville City Schools? Yes No

Currently Enrolled		Requesting Enrollment	
Name	Grade	Name	Grade

STUDENT LANGUAGE SURVEY

Was English the first language your child learned? Yes No

Can your child speak a language other than English? Yes No If yes, please specify _____

When speaking with friends which language does your child use most often? English Other Please Specify _____

When speaking with parents or other family members which language does your child use most often? English Other Please Specify _____

Which language do the parents use most at home? English Other Please Specify _____

The Russellville City Board of Education may permit a student, whose parents are not legal residents within the jurisdiction of the Russellville City School System, to attend schools within the school system. The Board, however, shall have the prerogative of denying the admission of any nonresident pupil or of entering into mutually acceptable agreements with other agencies that would permit the attendance of nonresident pupils. Russellville City Schools is only obligated to provide services which are already included in its *special education program and other school programs.

The following three conditions shall prevail for nonresident students:

1. Children of employees of the Russellville City School System who reside outside the City of Russellville shall be given first priority for enrollment over other nonresident children;
2. That adequate space, faculty, and facilities are available;
3. Any nonresident student that violates the Russellville City School's discipline Code of Conduct will be subject to removal from the school system at the end of the current scholastic school year. If the offense is such in nature, the nonresident student could be dismissed from Russellville City Schools immediately and tuition would be refunded on a prorated basis.

In the event of overcrowding in a particular school, the Board may assign a nonresident student to a school other than the one of his/her choice. The Board reserves the right to charge tuition (such tuition is nonrefundable).

It is the general policy of the Russellville City School System to admit nonresident students provided there is adequate space and personnel to accommodate/teach such children within the accreditation standards to which the system is subject and to the extent the admission of such children does not violate any law, regulation, or court order otherwise restricting the admission of such children (Reference Board Policy JBCB).

Thank you for applying for the enrollment of your child into Russellville City Schools. All nonresident student applicants will be notified by mail, following the July meeting of the Russellville City Board of Education, regarding acceptance into Russellville City Schools. Nonresident students, who are granted acceptance, will not be enrolled or placed in a class until tuition is paid and the following documents are received and verified: 1) **Certificate of Immunization**; 2) **Certified Birth Certificate**; 3) **Parent's Driver's License**; 4) **Custody Papers** (if applicable). Any nonresident student who has not paid tuition and/or turned in all enrollment documents by August 1st will forfeit their enrollment acceptance. Providing false information is grounds for no acceptance into Russellville City Schools.

It shall be the policy of the Russellville City School System to provide nondiscriminatory basis educational opportunities for children. No person shall be denied the benefits of any education program or activity on the basis of race, color, disability, creed, national origin, age, or sex. Pursuant to the requirements of the 2001 No Child Left Behind Act and the McKinney-Vento Homeless Assistance Act, all homeless children, migrants, and English language learners must have equal access to the same free appropriate public education provided other children and youth. All programs offered by schools within the School System shall be open to all students in compliance with statutory and judicial requirements. The enrollment of homeless, immigrant, migrant, and limited English proficient children shall not be denied due to any of the following barriers: lack of birth certificate; lack of school records or transcripts; lack of immunization records; lack of proof of residency; lack of transportation; unaccompanied; no guardian.

		For Office Use Only	
Approved for enrollment: _____	(Representative of Russellville City Schools)	Date: _____	Tuition Pd. _____
Denied enrollment: _____	(Representative of Russellville City Schools)	Date: _____	