

STUDENT ADMISSIONS

The district shall provide a public education to all persons residing in the district between the ages of five and twenty-one, if they are five (5) years of age by that December 1st, who have not received a high school diploma.

A veteran of any age who has not yet received his/her high school diploma and who has been discharged under conditions other than dishonorable is eligible to attend school.

A non-veteran under twenty-one years of age who has received a high school diploma shall be permitted to attend school or BOCES upon payment of tuition.

Upon registration, all new students shall be required to present:

1. proof of age - examples of acceptable forms of documentation include, but are not limited to, a birth certificate, baptismal record, an entry in a family bible, an adoption record, an affidavit from a parent/guardian, or a passport (including a foreign passport);
2. record of immunizations* and a health certificate from a licensed physician; and
3. proof of district residency – examples of acceptable forms of documentation include, but are not limited to, a pay stub, income tax form, mortgage or lease documents to a house or apartment, telephone or utility bills or other bills sent to the student's home address, rent payment receipts, a copy of a money order for payment of rent, a letter from a parent's employer that is written on company letterhead, voter registration document or a state- or other government-issued ID.
4. Custody papers (if appropriate);
5. Parent/guardian photo identification.

Admissions of Nonresident Students

The following students will be accepted for attendance:

1. Future residents: The children of parents or guardians who show proof of residence under construction, or a contract for purchase of an existing residence, or who have executed to lease for premises within the district, and who intend to become residents upon availability of the structure, and can anticipate availability within 90 days of enrollment.
2. Former residents: Regularly enrolled children of parents or guardians who have moved out of the school district during the school year will be permitted to complete the current semester in the district. A senior in the school system who is a resident through the first marking period may complete the entire senior year.
3. Foreign Students: Students from other nations who are living with district residents may be enrolled at the discretion of the Superintendent.

4. School Employees: The children of nonresident staff members may be enrolled when space permits.
5. Voluntary transfers at the discretion of the Superintendent.

Students in the above categories 1, 2, and 3 will be admitted at no charge.

Students in Category 4 and 5 will be admitted upon payment of tuition as approved by the Board of Education.

Children residing in foster homes and similar circumstances will be admitted in accordance with the law. The district will bill for tuition to the appropriate agency or district when applicable.

Tuition fees will be established annually in accordance with the law.

The district may contract for the education of children with any district, which authorizes its trustees to contract with the Board of Education of the Kingston School District.

The Board of Education delegates its authority, pursuant to Commissioner's Regulations 100.2(y), to the Superintendent of Schools who shall have the full and final authority to make determinations regarding student residency.

* Regulations that accompany policy 5420, Student Health Services, provide additional guidance regarding immunization records.

If the parent/guardian of a student seeking to enroll is limited English proficient, the district will meaningfully communicate material information about enrollment as required by federal law. The district will provide parents/guardians of all newly enrolled students with appropriate information including student handbooks and information about access to special education services.

Cross-ref: 5151, Homeless Students
 5420, Student Health Services

Ref: Education Law §§903; 904; 3202; 3208; 4402(8)
 Public Health Law §2164
 Student Registration Guidance, New York State Department of Education, August 26, 2010 www.emsc.nysed.gov/sss/pps/residency/studentregistrationguidance082610.pdf
 Educational Services for Recently Arrived Unaccompanied Children, New York State Education Department, September 10, 2014
 Information on the Rights of All Children to Enroll in School, U.S. Departments of Education and Justice, Revised May 8, 2014
 Fact Sheet I and II: Information on the Rights of All Children to Enroll in School, <http://www2.ed.gov/about/offices/list/ocr/docs/dcl-factsheet-201405.pdf>
 Plyler v. Doe 457 US 202 (1982)

First Reading: **October 7, 2015**
Adoption date: **October 21, 2015**