



Billings Public Schools
Tuition Office
415 North 30th Street, Room 206
Billings, Montana 59101-1298
Phone: (406) 281-5032 Fax: (406) 281-6179

2018-2019 Out of District Tuition

If you plan to have your student(s) attend Billings Public Schools as an out of district basis you will need to pay tuition to continue enrollment or enroll your student in your area district school. Please remember that a student's address is considered the same as their legal guardian until they reach the age of 18. If you wish to continue as an out of district tuition basis please complete the attached form(s). We require the following forms each year for out of district students:

- Out of District Request Form
- Student Attendance Agreement
- Payment of tuition costs associated with this arrangement
 - Minimum \$300.00 of the tuition balance is required at the time of enrollment/transfer.

Principals must evaluate the availability of both space and resources to accommodate out of district students. Upon Principal's approval of student enrolling his/her school, the parent/guardian is to return documents to the address listed above.

Once the student attendance agreement and out of district request forms have been completed and payment of \$300.00 of the account balance due has been made, registration may be finalized for the 2018-2019 academic year. Statements will be mailed monthly for the remainder of year until tuition is paid in full. Tuition for the first semester must be paid by January 4, 2019. Final Account balances for second semester must be paid by May 1, 2019 for your student(s) to be allowed to register for the following year. The parent/guardian shall be responsible for payment unless otherwise arranged as set forth when signing the tuition agreement in the business office. Failure to pay tuition will result in the parent/guardian being notified that the student will no longer be allowed to attend said school. School administrators will also be notified of nonpayment of tuition and will be requested to un-enroll said student. After May 1, 2019 all unpaid tuition accounts are subject to collections.

Please feel free to contact our office with any questions or concerns at the information above. Thank you!

Brenda Cross
Tuition