

Office use only:  
Date: \_\_\_\_\_  
Time: \_\_\_\_\_

Billings Public Schools  
Out of District Request to Enter on Tuition Basis  
School Term 2019 to 2020  
(Needs to be completed every year)

\*Parent/Guardian complete form and submit to K-12 Executive Director's office. Copy with decision will be sent to the parent/guardian.

Student Information

Student Name: \_\_\_\_\_  
First Name M.I. Last Name Suffix

Present Grade: \_\_\_\_\_ State ID: \_\_\_\_\_

Birth Date: \_\_\_\_\_ Turns 18 on: \_\_\_\_\_

District of Residence School: \_\_\_\_\_ BPS School Requested: \_\_\_\_\_

Student Address: \_\_\_\_\_  
Street City State Zip

Current School Attending: \_\_\_\_\_ Desired Date of Transfer: \_\_\_\_\_

Parent/Guardian Information

Parent/Guardian Name: \_\_\_\_\_  
First Name M.I. Last Name Suffix

Parent/Guardian Address: \_\_\_\_\_  
Street City State Zip

Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

Lives with student

Guardian

Parent/Guardian Name: \_\_\_\_\_  
First Name M.I. Last Name Suffix

Parent/Guardian Address: \_\_\_\_\_  
Street City State Zip

Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

Lives with student

Guardian



Acceptance as a tuition student will be based on the criteria set forth in Policy No. 3141 of the Billings Schools' Policies and Procedures.

I have read Policy 3141 and Procedure 3141 and agree to the conditions.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Upon K-12 Executive Director's approval of student entering his/her school, the parent/guardian is to take this document to the Business Office, Room 206, Lincoln Center, 415 North 30<sup>th</sup> Street, Billings, MT 59101 to fill out an official tuition contract regarding entering as a tuition student. 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.

For District Use Only

Approve - School Placement: \_\_\_\_\_

Deny

\_\_\_\_\_  
K-12 Executive Director

\_\_\_\_\_  
Date

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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