

POST FALLS SCHOOL DISTRICT NO. 273

Procedure Title: Student Admission

Section Title: Student Enrollment Options

Sub-Section No. 502.3a

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The resident student, or his/her guardian, requesting a transfer to another school within the Post Falls School District, and the non-resident (out-of-district) student, or his/her parent or guardian, seeking admission to the Post Falls School District will submit an “Open Enrollment Application” to the superintendent or his/her designee. The State Department of Education approved enrollment application form is posted on the Post Falls School District website.

Approval Process:

An application for enrollment of resident and non-resident students must be submitted to the school annually for the following year.

To be considered for the first semester, applications will be accepted through the end July. Applications for second semester will be considered through mid-January.

Availability of space will be a primary consideration in determining approval of open enrollment requests.

Written notification of the action taken on the application will be mailed or delivered to the student, or to the parent or guardian of the student. Building principals will be notified in a timely manner that non-resident students have been approved to enroll in their school.

Out of State Enrollment Applications:

Out of state students will be required to pay a tuition fee per Idaho Code.

Transportation:

The non-resident student, or his/her parent or guardian, shall be responsible for transporting the student to and from the school if the requested admission or transfer is granted.

Varsity Sports:

Prior to submitting an enrollment application to Post Falls School District, non-resident students, who anticipate participating in a sport governed by the Idaho High School Activities Association (IHSAA), should review IHSAA rules. Certain school transfers could lead to a student being ineligible to play at the varsity level for one year.

Revocation of a Transfer:

Open Enrollment transfer students are required to comply with all District policies. Violation of any Board policy or procedure (i.e. student discipline, poor attendance or grades, etc.) will be grounds for the District to revoke an approved application mid-school year. If a student’s Open Enrollment transfer is revoked, the parent/guardian may request an administrative review by the Superintendent or designee.

Adopted: 1/28/91

Amended: 9/13/93, 12/10/07, 3/8/21

Reviewed: 2017, 2021