

Office use only:
Date: _____
Time: _____

Billings Public Schools Out of District Request to Enter on Tuition Basis School Term 2023 to 2024

(Needs to be completed every year)

*Parent/Guardian complete form and submit to K-12 Executive Directors' office.

415 North 30th Street, Billings, MT 59101

Final determination letter will be sent to 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

Billing

(Mark if same as above)

Name: _____

First Name M.I. Last Name Suffix

Address: _____

Street City State Zip

Phone: _____ Secondary Phone: _____

Tuition Amount: (2023-2024 rate) K-6 \$1,242.17 (TUI1) Prorated Amount: \$ _____

7-8 \$1,576.57 (TUI1)

9-12 \$1,576.57 (TUI2)

***Note: Tuition rate subject to change based on 2023-2024 state rate.**

Additional Information

Does the student have any learning needs that we should be apprised? Yes No

If yes, please explain: _____

Has the student ever been suspended or expelled from any school? Yes No

If yes, please explain: _____

My reason(s) for requesting to enter on a tuition basis: (Additional information may be attached)

All documents listed are required to be submitted with this application. If a document(s) are not included, please explain why. If there are not any behavior/discipline/special education/504 records, a statement from the resident school district stating this is sufficient).

- Academic Records (e.g. report card, transcript, etc.)
- Attendance Records
- Behavior/Discipline Records
- Special Education Records
- 504 Form
- Other (please explain) _____

Activities in which the student desires to participate in, if transfer is approved:

I understand I must provide transportation and that varsity level MHSA eligibility may be affected if my child is allowed to enter on a tuition basis.

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 the approved school, the parent/guardian is to take this document to the Business Office, Room 206, Lincoln Center, 415 North 30th 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: _____
