

RELEASE OF RESIDENT STUDENTS: 3140

As defined in WAC 392-137-125, the term “Non-resident District” means the district in which the student is enrolled or is seeking entrance to and in which the student’s residence is not located.

A student who resides within the boundaries of the Federal Way Public Schools may apply for release to a non-resident district by completing a release form entitled “Request for Transfer to a Non-resident District.” This form must be filed with the District designee for authorization of the release.

In all cases that the District approves the release of a resident student, the student or the student's parent(s)/guardian(s) shall be solely responsible for transportation.

The District shall not be held responsible for any fees incurred by the student as a result of charges by the non-resident district.

The Superintendent or designee shall grant or deny the request for release and promptly notify the parent/guardian in writing.

If the request is granted, the Superintendent shall notify the nonresident district and make necessary arrangements for the transfer of student records.

If the request is denied, the written decision shall inform the parent or guardian of the right to appeal such decision to the Superintendent of Public Instruction.

Legal References:	RCW 28A.225.220	Adults, children from other districts, agreements for attending school–Tuition
	RCW 28A.225.225	Application from non resident students or students receiving home-based instruction to attend district school–School employees’ children–Acceptance and rejection standards–Notification
	RCW 28A.225.230	Appeal from certain decisions to deny student's request to attend nonresident district–Procedure
	RCW 28A.225.290	Enrollment options information booklet
	RCW 28A.225.300	Enrollment options information to parents

Management Resources: *Policy News*, June 2003 Enrolling Children of School Employees
Policy News, February 2001 Federal Budget Implicates Policy