
Rescinds Policy Number:

Issued:

A. ENROLLMENT

North Carolina G.S. 115C-288 authorizes the principal to grade and classify all students. The principal has the final authority to determine grade-level placement, to grant credit and to determine the conditions necessary for granting credit. A revision of North Carolina G.S.115C-288 prohibits the principal from requiring additional testing of a student entering a public school from a school-governed under Article 39 of Chapter 115C if test scores are adequate to determine the appropriate placement of the student are available from a nationally standardized test or nationally standardized equivalent measure. Grade placement will be made according to Orange County Schools' Promotion and Retention Guidelines. While it is important students feel welcome and not be unduly penalized or discouraged, Orange County Schools will maintain high standards when placing a student at the elementary and middle school levels and when awarding high school credit to students.

Enrollment of a student from a home school or private school to Orange County Schools shall be on a full-time basis. Extra-curricular activities are available only to a student enrolled in Orange County Schools.

Home-schooled students only: A student shall not be withdrawn from public school until the home school has received and presented to the public school written acknowledgement from the Division of Nonpublic Education that they have received a completed Notice of Intent to Operate a School form.

B. PARTICIPATION IN CLASS OR CLASS-RELATED ACTIVITIES

Participation in any class or class-related activity, during the regular school year, is reserved for students enrolled in one of the system's schools. These activities include but are not limited to: classes (both in person and through the use of media or the internet), competitions, tutorials, class performances or recitals, field trips or guest speakers.

C. PLACEMENT PROCEDURES

To assure appropriate placement in public schools, a home/private schooled student is required to present the following documentation upon enrollment:

Immunization report	Attendance record
Standardized test scores	Home/private school registration number
Proof of residence	

(Standardized test information may include nationally normed achievement tests, PSAT/SAT and/or other recognized standardized tests appropriate for placement.) In order to assure appropriate placement, the principal may recommend administering a released form of a state test or other placement tests.

In order to place a student properly and award credit, Orange County Schools will expect the following information:

Elementary Schools

Home/private schools will provide a portfolio of student work, including writing samples (process and penmanship), examples of grade-level math and grade –level reading, North Carolina computer competencies, and a current daily log or lesson plan book of previous school year or current school year.

To assist in proper placement of a student, Orange County Schools may administer grade-level reading and/or math inventories. The receiving school may require a personal interview with an incoming student and/or parents.

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Middle Schools

Home/private schools will provide a portfolio of student work, including writing samples (process), examples of grade-level math and grade-level reading, North Carolina computer competencies, topics of units of work in social studies and science, and a current daily log or lesson plan book of previous school year or current year.

To assist in proper placement of a student, Orange County Schools may administer grade-level reading and/or math inventories. The receiving school may require a personal interview with an incoming student and/or parents.

High School

Home/private schools will provide a record of courses taken and grades earned and a portfolio of demonstrated competencies in subjects for which credit is requested. The portfolio should contain course descriptions and/or syllabi, samples of student's work including exams, and documentation of number of hours spent in class per subject.

To assist in proper placement, students may be required to take released forms of the EOC tests or other placement tests. If requesting credit for a Career-technical education (CTE) course, the student should present evidence of competency in the CTE area. In addition, the student may be required to take VOCATS assessment for the CTE course under consideration.

Credit and grades will be recorded on the student's transcript as pass or fail and designated as non-Orange County School grades-at standard level with no course weight assigned. Consideration to enter grades from private schools rather than pass/fail will be determined upon receipt and review of the private school transcript. Class rank will be calculated on the basis of all grades earned in Orange County Schools.

In order to receive a diploma from an Orange County high school, students are required to meet all exit standards as required by Board Policy #3460 Graduation Requirements.

This policy shall be implemented to prevent any discriminating practices and shall be implemented so as to be consistent with the Individuals with Disabilities Education Act (IDEA).

This policy will take effect beginning with the 2010-2011 School Year.