

# 2024-2025 TUITION APPLICATION



833 Lawrence Ave.  
Maryville, Tennessee 37803  
Phone: (865) 982-7121  
FAX: (865) 977-5055

*This form is for use by parents/legal guardians interested in paying tuition to send their student(s) to Maryville City Schools, but who are not domiciled (i.e. do not reside daily) within the city limits of Maryville.*

## Guidelines

Non-resident students may attend Maryville City Schools as tuition students subject to the following:

- (1) That the school/grade requested has balanced enrollment and available space to accommodate an additional student.
- (2) That the custodial parent or legal guardian agrees to provide transportation to and from school during the term of tuition attendance.
- (3) That the tuition rate is set and rules governing tuition student attendance are administered by the Board of Education. Tuition rate is subject to change.
- (4) That after meeting the above listed criteria, tuition students will be allowed to attend City of Maryville Schools based on the following priority:

Priority 1: Children of teachers in Maryville City Schools in accordance with state law (not guaranteed school location)

Priority 2: Children of non-residents who own property in the City of Maryville

Priority 3: Children of non-residents employed by Maryville City Schools (non-teachers) or the City of Maryville

Priority 4: Children of non-residents who have siblings already in Maryville City Schools

Priority 5: All others

The Director of Schools or his/her designee will determine the final assignment of students. Maryville City Schools reserves the right to require annual reapplication as needed.

Applications must be received at least three (3) weeks prior to the first day of school per school board policy 6.204. Once the school year has begun, the only tuition applications accepted are from currently enrolled students who are relocating outside the city limits. No new student tuition applications will be accepted after the start of school.

The school system shall have the right to reject the application of any student who fails to demonstrate a satisfactory academic and attendance record and who does not exhibit acceptable behavior and qualities of good citizenship. Students expelled or suspended from other schools shall not be accepted without prior written approval by the Director of Schools. A tuition student who in the judgment of the principal fails to maintain these standards will be removed from the Maryville City School System. Maryville City Schools does not discriminate on the basis of race, color, national origin, sex, disability, or age.

## Payments and Refunds

The tuition rate is set annually by the Maryville City School Board in the spring. The tuition rate for 2024-25 is \$2,500. Tuition payments are due by the second Friday of each term. For the 2024-25 school year, the payment deadlines are August 16, 2024, and January 17, 2025. Two payment options are available. Option 1 is to pay in full at the beginning of the school year by cash or check and a five percent discount will apply to the payment. Option 2 is to pay one half of the tuition in term one and the other half in term two. Payment can be made by cash or check at 833 Lawrence Ave. Maryville TN, 37803. Online payments can be made by credit card at <https://mcs.schoolcashionline.com/>. The discount only applies to a full payment by cash or check at the start of the school year.

**The student's tuition status will be revoked if payment is not received by the due date (i.e., second Friday of each term)**

Refunds are available on a daily prorated basis for withdrawals occurring up to six weeks before the end of the term – after which refunds are not issued for withdrawals.

Please return this completed form and supporting documents (listed below) via email to [Gina.Holland@maryville-schools.org](mailto:Gina.Holland@maryville-schools.org) or mail to Maryville City Schools, 833 Lawrence AVE, Maryville, TN 37803.

**\*\*PLEASE PRINT\*\***

Full name of student:

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Upcoming Grade: [ ] (last) Priority Level: (see page 1) [ ] (first) Student's Date of Birth: [ ] (middle) [ ] (month) [ ] (day) [ ] (year)

School last attended: [ ]

School preference in grades K-7:

Grades 8-12:

Elementary Level (K-3); rank 1,2,3:

Intermediate Level (4-7): rank 1 & 2

check one below

- Foothills Elementary
John Sevier Elementary
Sam Houston Elementary

- Coulter Grove Intermediate
Montgomery Ridge Intermediate

- MJHS
MHS

Has the above named student required (or currently receiving) special education services? Yes No 504 services
If Yes, please explain:

Has the above named student had disciplinary and/or attendance problems at school? Yes No
If Yes, please explain (including disciplinary measures taken):

Parent/legal custodian/guardian name: [ ]

Full address where parent lives: [ ] (Street) [ ] (City) [ ] (Zip)

Home phone: [ ] Mobile: (father) [ ] (mother) [ ]

Work phone: (father) [ ] (mother) [ ] Email: [ ]

I have read the school's policy relative to tuition students and agree to the terms as stipulated. I understand that misrepresentation of information on this form will result in the student being removed from the Maryville City School System.

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

FOR OFFICE USE ONLY

This tuition application is [ ] APPROVED [ ] NOT APPROVED for the 2024-2025 school year. Date \_\_\_\_\_

Director of Schools/Designee: \_\_\_\_\_ School Assigned: \_\_\_\_\_

Parents/legal guardians must submit the following document(s) with the tuition application in order for it to be processed:

- Kindergarten: Copy of the child's certified birth certificate
Grades 1-7: Most recent report card, standardized test results, attendance, and discipline records
Grades 8-12: Most recent report card/transcript, standardized test results, attendance, and discipline records