

Senior Exemption Request

Explanation

RSD2 policy allows students entering their senior year of school to complete it at their current school only if they continue to reside in Richland Two.

The school will need to verify the following:

- 1) Senior Grade Status (Rising or Current 5th, 8th or 12th Grade)
- 2) High School seniors must be seniors by graduation date not the number of years at a school
- 3) Middle School senior 7th-Elementary School senior 4th-Repeaters aren't eligible
- 4) Verify that the residence is in Richland Two and occupied by the parent/legal guardian of the student
- 5) If moved or moving out of the district, students cannot be approved.

	Name	Current Grade	Requested School
Student 1			
Student 2			
Student 3			

Provide Full Addresses

Old Address:	
New Address:	

The parent will need to do the following:

- 1) Complete the yearly required Annual Registration along with proofs of residence. The request will not be processed if proofs of residence are not up to date. Your residence must be within Richland Two.
- 2) Maintain exemplary attendance and punctuality (attendance issues can cause the request to be denied).
- 3) Cooperate with the school regarding academic and disciplinary issues.
- 4) Provide transportation for your student to and from school. Transfers may not ride school buses to and from school.

Note:

- If your student is a special needs
- student, then your student's placement through Special Services will supersede this approval.
- If you are an out-of-district student, then this approval is voided.
- Failure to meet the above stipulations can result in the principal revoking the transfer approval. Also, failure to be the biological parent or legal guardian will void this transfer.

This Section to be Completed by District Office Only

Status: ☐ Approved ☐ Denied

District Office Official _____ Date _____

Coding Instructions To School
Code as (AP-Sr-Admin App Senior)