M420
Policy

ADMISSION OF PART-TIME STUDENTS

Purpose:
This policy is intended to set forth admission requirements for students who request admission to any school on a part-time basis, class, or an extracurricular experience.

Applicability:
This policy shall apply to any person who is eligible for enrollment in grades 1 through 12, but who is not more than 20 years of age on the first day of a school year and whose legal settlement is within the corporation boundaries or who attends a non-public school located within the corporation's boundaries or who is enrolled in a virtual school and has legal settlement in the school in the school corporation.

Requests for Admission:
Any student who meets the age requirements and who desires admission to the appropriate neighborhood school shall submit a written request to the superintendent of schools or his/her designee. Such a request is recommended to be submitted by the student or his/her parent or guardian on or before April 1 of the school year preceding the school year for which admission is requested. Such a request shall set forth the following:
--Student's name
--Student's age
--Student's address
--Parent or legal guardian name
--Parent or legal guardian address
--School year that admission is requested-
--The private school and address, if applicable, that the student will be enrolled in during the period of time the student requests to be admitted to the Lafayette School Corporation on a part-time basis
--Describe other forms of education, if applicable, other than private school, the student will participate in during the time the student requests to be admitted to the Lafayette School Corporation on a part-time basis.
--The Lafayette School Corporation school to which admission is requested
--The specific course(s) or extracurricular activity(ies) for which admission is requested.

Entrance Criteria:
Students applying for part-time admission pursuant to this policy shall be required to meet all entrance criteria to each course, subject, grade level, or activity that may be required of other students. All part-time students shall be required to comply with all board policies, administrative regulations, building rules, and directions issued by the corporation personnel within their area of authority, as well as all athletic policies and regulations governing athletic participation in Lafayette School Corporation programs. This will include, but not be limited to, the payment of all corporation fees that may be required.

Conditions and Limitations of Admission:
Admission of a student pursuant to this policy to an academic program shall be limited to curricular courses in grades 1 through 12. Admission of a student to an extracurricular program activity shall be limited to grades 1 through 8 or non-IHSAA regulated activities in grades 9 through 12.

No student shall be admitted if they are currently enrolled in another school that offers, during the same year, the academic course or extracurricular program for which part-time admission is being requested, or one that the superintendent (or their designee) determines to be substantially equivalent to it.

Any such admission requested may be denied if the superintendent or his/her designee determines any of the following would reasonably be foreseen to occur:

1. If insufficient physical space exists
2. If insufficient work stations or student materials exist
3. If additional staff would be required

If more students apply for admission than the classroom and staffing can handle, then the following shall govern the selection of part-time student(s) to be admitted;

A. Preference shall be given to students residing in the Lafayette School Corporation boundaries.
B. If required, the superintendent or his/her designee shall select students based upon academic aptitude or ability for the requested program.

School to Which Admitted:
A student who, during the period of part-time admission, attends a non-public school shall attend the public school nearest to the non-public school in which enrolled. Exceptions may be referred to the superintendent for review.

A part-time student shall participate in extracurricular programs in the area of the student's legal settlement.

Transportation:
The student, the student's parent, or the non-public school will be responsible for transportation.

Discipline:
Any suspension, expulsion, or exclusion from the requesting school would apply to the student at both schools.

Board Adopted: March 9, 1992
Board Revised: March 11, 1996;
December 8, 2025