



ROMULUS CENTRAL SCHOOL DISTRICT

5705 State Route 96, Romulus, NY 14541

Phone: 607.869.5391

Fax: 607.869.5961

Mrs. Jennifer A. Hayden
Superintendent of Schools

Mr. Edward Ninestine
District Treasurer

Mrs. Jennifer Barlett-Prati
Asst. Superintendent for Curriculum and Instruction

Mrs. Kathy Stuck
CSE/CPSE Chairperson

ROMULUS CENTRAL SCHOOL APPLICATION FOR NON-RESIDENT STUDENT ADMISSION

Instructions: Complete this form and submit it to the Romulus Central School District Office for review. Approval is contingent upon space availability, compliance with District policies, and timely tuition payment. One form is completed for each child the parent/legal guardian is applying for admission as a non-resident student. Applications will be accepted through September 1st of the current school year.

STUDENT INFORMATION

Full Name: _____

Date of Birth: _____

Grade Applying For: _____

Current School District OR if Homeschooled the Last School Attended:

Home Address: _____

City, State, ZIP Code: _____

Phone Number: _____

PARENT/GUARDIAN INFORMATION

Parent/Guardian Name(s): _____

Phone Number: _____

Email Address: _____

Address (if different from student): www.romuluscsd.org _____



Please check that the following items are included with the application for students who are applying for the first time to Romulus Central School District as non-district, tuition paying students. The below items are required to complete the application.

() Report Cards for the previous two school years OR for one previous school year for students enrolling in kindergarten or first grade from the current school district or from the last school attended if currently home schooled. (Homeschooled students include a copy of the most recent IHIP, Quarterly Reports, and Final Annual Report)

() Copies of Discipline Records from the current school district or for the last school attended if currently home schooled

() Copies of Attendance Records from the current school district or for the last school attended if currently home schooled

REASON FOR REQUEST

() Romulus Central School District Contractual Employee Agreement

() New non-resident student – Reason for applying: _____

() Moving into the district – Expected move-in date: _____

() Current non-resident student requesting continued enrollment at Romulus Central School District

() Other (please explain):

NON-RESIDENT ENROLLMENT CONDITIONS

By signing below, I understand and agree to the following conditions for my child's enrollment as a non-resident student:

1. Admission is subject to space availability and will not require an increase in faculty or staff.
2. Admission will not result in the establishment of a new class or section.
3. Transportation is the responsibility of the parent/guardian unless otherwise arranged with the home district.
4. The student must comply with all District rules, policies, and regulations.
5. The student must maintain a minimum attendance rate of 90%.
6. The student must be in and maintain good academic standing, including that students in high school will be on track for graduation with their cohort.
7. Tuition for the 2026-2027 school year is \$500.00 per student and must be paid in advance according to the schedule set by the District.
8. Failure to meet these conditions may result in revocation of non-resident student status.
9. Any material misstatement of fact may result in financial recovery by the District for unauthorized attendance.
10. Non-resident students must re-apply for enrollment every school year, and re-admittance is based upon the same admission criteria.
11. If a student is no longer able to attend Romulus Central School District as a non-resident student for any reason, tuition is non-refundable, except in cases where the parents/legal guardians move into permanent residence within the school district during the 2026-2027 school year.

TUITION PAYMENT AGREEMENT

I acknowledge that tuition for the 2026-2027 school year is \$500.00 per student.

Payment arrangements must be made in advance, and continued enrollment is contingent upon timely tuition payments.

() Payment will be paid in one payment by September 1, 2026

() Payment will be paid in two equal payments on September 1, 2026 and October 15, 2026

() Romulus Central School District Contractual Employee Exemption

CODE OF CONDUCT AGREEMENT (sign below)

I acknowledge that both the student and parent/guardian have read, reviewed, and will follow the Romulus Central School District Code of Conduct. This includes the expectation that:

- The student will adhere to all rules, policies, and behavioral expectations outlined in the Code of Conduct.

- The parent/guardian will follow the Expectations for Parents section outlined under the Essential Partners portion of the Code of Conduct.

- Failure to follow the Code of Conduct may result in the revocation of non-resident student status and the student may not continue attending Romulus Central School District as a non-resident, tuition-paying student.

Both policies can be found on the school's website:

Romulus Central School District Code of Conduct

Romulus Central School District Policy 7132, Non-Resident Students

Signatures:

Student Signature: _____

Date: _____

Parent/Guardian Signature: _____

Date: _____

PARENT/GUARDIAN CERTIFICATION

_____ (initial here) If my child is a student new to Romulus Central School District, I have included copies of their report cards, discipline history, and attendance history for the past two years OR my child if enrolling in kindergarten or first grade and their records for one previous school year are attached.

I certify that all information provided on this application is accurate. I understand and agree to the conditions outlined above for my child's enrollment as a non-resident student.

Parent/Guardian Signature: _____

Date: _____

.....

Official Use- Below is Completed by Romulus Counseling Department

****COMPLETED FOR CURRENT AND NEW ROMULUS CENTRAL SCHOOL**

DISTRICT NON-RESIDENT STUDENTS ENTERING OR CONTINUING AT THE HIGH SCHOOL LEVEL**

Student's overall average from previous year: _____

Grade 8 ELA Level: _____

Grade 8 Math Level: _____

Grade 9 Science Level: _____

Regents Exam Grades

Algebra: _____ Geometry: _____

Global Studies: _____ US History: _____

English: _____

Biology: _____ Earth Science: _____ Chemistry: _____

Sequence: _____

Local Diploma: _____ Regents Diploma: _____ Adv. Regents Diploma: _____

Notes: _____

FOR DISTRICT USE ONLY

☐ Approved

☐ Denied

Reason (if denied): _____

Superintendent's Signature: _____

Date: _____

Tuition Amount: \$500.00 per student

Payment Due Dates: _____

☐ Romulus Central School District Contractual Employee Exemption

Office Use:

Date Received: _____

Reviewed By: _____

Decision Date: _____

Thank you for your interest in the Romulus Central