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## 5003

### Admission of Part-Time Students

4 A student may be permitted to enroll on a part-time basis pursuant to this policy and  
5 applicable curricular practices when enrollment is appropriate for reasons that include  
6 but are not limited to the following: the student attends another education institution  
7 on a part-time basis; is enrolled for a limited number of credit hours needed to  
8 graduate; has a modified schedule because of a disability or as part of an  
9 individualized education plan; or is a student who resides in the school district but  
10 attends a private, denominational, or parochial school or a school that elects not to  
11 meet accreditation or approval requirements (referred to herein as an exempt school  
12 student or an exempt school, respectively).

14 **Application for Enrollment.** The parent or guardian of an exempt school student  
15 who is of appropriate age to attend school, resides in the school district, has not  
16 graduated from high school, and has not received a graduate equivalency diploma  
17 must meet all of the district's admission requirements and file an application for  
18 enrollment on forms provided by the school district by August 1 of the year of  
19 enrollment. For second semester high school courses, the application must be filed  
20 by January 1. For students who move into the district mid-semester, the application  
21 must be filed within 20 days of moving into the district. The administration shall  
22 review the application, determine whether to approve or deny it, notify the parent or  
23 guardian, and schedule enrollment at an educationally appropriate time in the  
24 building or attendance center of the administration's choice. Enrollment does not  
25 carry over from one school year to the next, and the parent or guardian of an exempt  
26 school student must apply for enrollment each school year.

28 **Limitations Based on Resources.** The enrollment of exempt school students is  
29 subject to limitations established by the district for grades, classes, courses, and  
30 programs based on the limited resources available to the school district. Full-time  
31 students shall be given priority for enrollment in grades, classes, courses, and  
32 programs.

34 **Placement of Students.** Exempt school students shall be placed in courses for  
35 which they have adequate preparation and which are determined to be educationally  
36 appropriate based on criteria that include, but are not limited to the student's age,  
37 achievement test scores, academic record, evaluation by school personnel and any  
38 other standards used by the district for the placement of students.

39  
40 **Grades and Academic Honors.** Exempt school students shall receive grades,  
41 report cards, and transcripts, but shall not be eligible to graduate, receive a diploma  
42 or qualify for class ranking unless they meet all district requirements for such  
43 including earning a sufficient number of credit hours and semesters of attendance.

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45 **Applicability of School Rules.** Exempt school students are subject to all rules and  
46 standards of the board of education and administration as set forth in policy,  
47 handbooks or other communications, as well as the rules and directives of the  
48 building administration and teaching personnel. They must remain on the school

49 campus during scheduled classes but must leave the school campus when not  
50 engaged in a course or course-related activity unless the course or course-activity  
51 requires their presence or the building principal approves their presence. Students  
52 who violate school policies, rules, or directives shall be subject to disciplinary  
53 procedures up to and including suspension and expulsion.

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55 **Extracurricular Sports and Activities.** Students who are enrolled in a private,  
56 denominational or parochial school may not participate in extracurricular sports and  
57 activities sponsored by the public school district if they participate in extracurricular  
58 sports and activities offered by the private, denominational or parochial school.  
59 Exempt school students may participate in extracurricular sports and activities if they  
60 are enrolled in at least 20 credit hours per semester or a minimum of half day.  
61 Exempt school students who are not enrolled in at least 20-credit hours or a minimum  
62 of half day may not participate in extracurricular sports and activities. All part-time  
63 students must meet all other eligibility requirements set by the board, administration  
64 and coach/sponsor prior to participating in the sport or activity.

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66 Exempt school students who transfer into the district will be considered a transfer  
67 student and shall be ineligible for varsity competition for ninety school days unless  
68 the home school is located in the same school district as the high school to which the  
69 student is transferring.

70  
71 The school district will determine whether credits awarded to exempt transfer  
72 students will be accepted for the purpose of eligibility for extracurricular sports and  
73 activities pursuant to the board’s policy on Grade Placement and Academic Credits of  
74 Transfer Students.

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76 **Transportation.** Part-time school students are not entitled to transportation or  
77 reimbursement for transportation by virtue of their status as part-time students.

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79 **Option Enrollment.** Students may not enroll on a part-time basis pursuant to the  
80 school’s option enrollment program.

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82 Adopted on: November 14, 2006; December 12, 2017

83 Revised on: \_\_\_\_\_

84 Reviewed on: November 12, 2012; October 11, 2016; December 12, 2017