

Students

School Admissions and Student Transfers

Age

To be eligible for admission, a child must be 5 years old on or before September 1 of that school term. To be eligible to admission to early childhood pre-school programs, a child must be 3 years old on or before September 1 of the current school year. A child with exceptional needs who qualifies for special education services is eligible for admission at 3 years of age.

Admission Procedure

- A. All students must register for school each year on the dates and at the place designated by the Superintendent.

Parents/guardians enrolling in the District for the first time must present:

1. A certified copy of the student's birth certificate. Upon failure of a person enrolling a student to provide a copy of the student's birth certificate the building Principal shall immediately notify the local law enforcement agency and shall also notify the person enrolling the student in writing that, unless he or she complies within 10 days, the case shall be referred to the local law enforcement authority for investigation. If compliance is not obtained within that 10-day period, the Principal shall so refer the case. The Principal shall immediately report to the local law enforcement authority any material received pursuant to this paragraph that appears inaccurate or suspicious in form or content.
 2. Proof of residence, as required by Board policy 7:60, Residence.
 3. Proof of disease immunization or detection and the required physical examination and dental examination, as required by State law and Board policy 7:100, Health Examinations, Immunizations, and Exclusion of Students.
- B. Parents of current students will be notified in writing of the time and dates for registration. Notice for new enrollees will be posted on the District web site and other appropriate venues.
- C. Each year, the parent or guardian of a current student or a new enrollee must register and attend orientation prior to the student being assigned to a classroom.

Homeless Children

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce records normally required for enrollment. Board policy 6:140, Education of Homeless Children, and its implementing administrative procedure, govern the enrollment of homeless children.

Student Transfers To and From Non-District Schools

A student may transfer into or out of the District according to State law and procedures developed by the Superintendent. The Superintendent is delegated all authority granted to the Board of Education in order to implement this policy, subject to specific Board action to the contrary. A student seeking to transfer into the District must serve the entire term of any suspension or expulsion, imposed for any reason by any public or private school, in this or any other state, before being admitted into the School District.

Student Transfers From Edison Partnership Schools

Students who have enrolled and commenced attendance at an Edison Partnership School shall be allowed to transfer and attend another District school only at the end of the school year. Students are

expected to complete the school year at the Edison Schools. Transfers would take effect for the upcoming school year. Exceptions to this policy may only be granted by the Superintendent.

Student Transfers from Valeska Hinton Early Childhood Center

Students who have enrolled and commenced attendance at Valeska Hinton Early Childhood Education Center shall be allowed to transfer and attend another District school only at the end of the first semester of each respective school year. Exceptions to this policy may only be granted by the Superintendent.

Foreign Students

The District accepts foreign exchange students with a J-1 visa and who reside within the District as participants in an exchange program sponsored by organizations screened by administration. Exchange students on a J-1 visa are not required to pay tuition.

Privately sponsored exchange students on an F-1 visa may be enrolled if an adult resident of the District has temporary guardianship and the student lives in the home of that guardian. Exchange students on an F-1 visa are required to pay tuition at the established District rate. F-1 visa student admission is limited to high schools and attendance may not exceed 12 months.

The Board of Education may limit the number of exchange students admitted in any given year. Exchange students must comply with District immunization requirements. Once admitted, exchange students become subject to all District policies and regulations governing students.

Re-enrollment

Re-enrollment shall be denied to any individual 19 years of age or above who has dropped out of school and who could not earn sufficient credits during the normal school year(s) to graduate before his or her 21st birthday. However, at the Superintendent's or designee's discretion and depending on program availability, the individual may be enrolled in a graduation incentives program established under 105 ILCS 5/26-16 or an alternative learning opportunities program established under 105 ILCS 5/13B-1 (See 6:110, Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program). Before being denied re-enrollment the District will offer the individual due process as required in cases of expulsion under policy 7:210, Expulsion Procedures. A person denied re-enrollment will be offered counseling and be directed to alternative educational programs, including adult education programs, that lead to graduation or receipt of a GED diploma. This section does not apply to students eligible for special education under the Individuals with Disabilities In Education Act or accommodation plans under the Americans with Disabilities Act.

LEGAL REF.: McKinney Homeless Assistance Act, 42 U.S.C. § 11431 et seq.
Family Educational Rights and Privacy Act, 20 U.S.C. § 1232.
Illegal Immigrant and Immigrant Responsibility Act of 1996, 8 U.S.C. § 1101.
20 U.S.C. § 1400 et seq.
42 U.S.C. § 12101 et seq.
105 ILCS 5/2-3.13a, 5/10-20.12, 5/10-22.5a, 5/14-1.02, 5/14-1.03a, 5/26-1, 5/26-2,
5/27-8.1, and 10/8.1.
325 ILCS 55/1 et seq. and 50/1 et seq.
23 Ill. Admin. Code § 375 et seq.

CROSS REF.: 2:20 (Establishing attendance units within the District and Assigning Students to the Schools, #10), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping out of School and Graduation Incentives Program, 6:140 (Education of Homeless Children), 6:310 (Credit for Alternative Courses and Programs, and Course Substitutions), 7:60 (Residence), 7:340 (Student Records), 8:96 (Parental Involvement Policy)

ADOPTED: July 18, 2005

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