

Student Tuition Application for Southgate Independent Schools

Request for Tuition Status: Initial 50% payment due at time of student enrollment

Make check payable to: Southgate Schools

NO refunds will be issued for early withdrawal.

PRE-APPLICATION INSTRUCTIONS TO PARENT/GUARDIAN: Please read prior to completing and submitting this form. One application must be completed for each individual student requesting out of district admission.

- Open enrollment applications will only be considered if there is adequate space in the classrooms of that grade level and if there is caseload capacity for special education.
- Assuming space is available, cases will be **considered for acceptance based on the following five criteria:**
 - Makes satisfactory academic progress and achieves at an academic level where he or she is passing all subjects.
 - Meets the attendance policies of the district while having good-standing school attendance.
 - Behaves in accordance with the established discipline guidelines and doesn't present a behavior disruption in the learning process.
 - The parents/guardians are cooperative and supportive in their working relationship with the school.
 - The student's tuition of \$600 per year is paid within the established time frames – 50% upon first day of student enrollment and remaining 50% on or before October 1.
- If approved, this commitment is for one school year. A new application must be submitted each year.
- **This application may be denied or revoked at any time based on the following:**
 - Failure to abide by any of the criteria listed above related to academic effort and performance, attendance, behavior and attitude, and cooperative and supportive relationship with the home.
 - Failure to pay tuition fees in advance as stipulated in agreement.

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1. Date application filed _____
 2. School Year for which application is made _____
 3. Full name of student _____ Date of birth _____
 4. Grade for which application is made _____ Social Security Number _____
 5. Address of residence _____
 6. Name of parents (or legal guardian) _____
Relationship _____
 7. Phone number (home) _____ (work) _____ Father
(cell) _____ (work) _____ Mother
 8. School district of residence _____
 9. School presently attending _____
 10. Reason for requesting tuition status _____
 11. We agree to abide by the guidelines and limitations of this tuition request. We understand that false information shall be grounds for refusing this request.
 12. Signature of student _____
 13. Signature of parent/legal guardian _____

Please complete the reverse side of the form

ADDITIONAL INFORMATION

1. Full Name of Student _____

2. Grade Placement _____

3. Special school program needs (Please check all the apply)

Honors _____ Gifted/Talented _____ Hearing _____ Visual _____ Extended School Services _____

IEP or 504 Plan _____ Speech _____ Learning Disability _____ Resource Room _____ Self-Contained _____

4. Medical Conditions:

5. Please list in order the school(s) your child has attended in the past.

NAME OF SCHOOL _____

Address _____

Year _____ Grade _____

NAME OF SCHOOL _____

Address _____

Year _____ Grade _____

6. Please check the general academic background of your child.

Above Average Student _____

Average Student _____

Needs Extra Help _____

7. Functions well in regular classroom _____ Yes _____ No

8. Advanced Academically (Please list subjects) _____

9. Please list any special physical/emotional needs of your child _____

10. Where are the permanent records for your child?

School: _____

Address: _____

11. Please attach a copy of your child's last report card to this form along with most recent attendance records and behavior reports. Grades, attendance, behavior, and assessment scores will be reviewed. (Required only if your child **did not** attend Southgate Schools last year.)

Please return this completed Student Tuition Application and all required documentation due to the school's main office located at 6 William F. Blatt Ave. Southgate, KY 41071.

Feel free to contact the main office at 859-441-0743 with any questions pertaining to the application process.