

6.1.2 Admission to Schools

- a. ***Resident Students*** – School-age children who reside within the municipal limits of the City of Muscle Shoals, Alabama, may be admitted to Muscle Shoals City Schools. For purposes of this policy, the residence of the student will be the residence of the parent(s) or legal custodian/guardian. If custody of the child is shared between parents, the residence of the student shall be that of the parent who has primary physical custody of the student, as established by an appropriate order issued by a court of competent jurisdiction.
- The legal residence of the student means the fixed, permanent and primary domicile of the parent(s), parent with primary physical custody or the court appointed legal custodian/guardian. The legal residence means that true, fixed and permanent home and principal establishment to which, whenever absent, the parent(s), parent with primary physical custody, or court appointed legal custodian/guardian of the student has the intention of returning daily. The legal residence, as used herein, is distinguished from a temporary or secondary place of residence established for some specific purpose, but not the fixed permanent residence of the parent, parent with physical custody, or the court appointed legal guardian.
 - To be considered a resident student, a student must physically reside full-time with his or her parent(s), parent with primary physical custody, or court appointed legal custodian/guardian within the municipal limits of the City of Muscle Shoals, Alabama.
 - Custody/guardianship must be ordered through a Court of competent jurisdiction.
- b. ***Non-resident Students*** – Students who do not reside within the corporate limits of the City of Muscle Shoals may apply for enrollment in the Muscle Shoals City Schools. The Board may establish criteria for admission of non-resident students, and may require the payment of tuition as a prerequisite to enrollment. The Board will not provide transportation to nonresident students.

All out-of-district applicants who are permitted to attend the Muscle Shoals City Schools shall complete non-resident applications. Applications for new non-resident students for each grade will be reviewed in the order they are received until the allotment of successful applicants has been accepted.

Children of full-time employees who work in Muscle Shoals City Schools but reside outside the City of Muscle Shoals may attend Muscle Shoals City Schools without payment of tuition. However, such student(s) must meet all standards established for non-resident students.

A non-resident enrollment application may be denied because a school, grade, or program(s) lacks space, staff, support services, facilities, or equipment, taking in-district enrollment projections into consideration, or because the student:

- does not meet the established eligibility criteria for participation in a particular program, including age requirements, course prerequisites, and required levels of academic performance;
- has been suspended or expelled from school, is in the process of being suspended or expelled, has withdrawn from a school to avoid possible suspension or expulsion;
- has a history of documented, disciplinary infractions within the past three (3) years, or has been adjudicated or convicted of a crime that involved personal injury, loss of or damage to property, or disturbing the peace or public order;
- has a record of excessive absences or truancy from school; or
- presents incorrect or incomplete information on the enrollment application.

The out-of-district approval process is as follows:

1. The parent or guardian must submit a completed application and provide any and all supplemental information requested by the District.
2. The principal/designee may interview/assess the applicants.
3. The school principal makes a recommendation to approve or not approve the enrollment application.
4. The recommendation is sent to the Superintendent.
5. The Superintendent approves or denies the request.

An approved application shall be valid for one year only. All nonresidents must complete an *Intent to Return Form* each year.

The Muscle Shoals City School System reserves the right to revoke the enrollment status of an out-of-district student at any time for any misconduct that would warrant suspension or expulsion under the Code of Student Conduct, or because of false, misleading or incomplete information on the enrollment application. In the event of a revocation, the Superintendent or designee shall inform the parent/guardian of the circumstances which resulted in the revocation decision. There is no appeal process; the decision of the Superintendent is final.