

IN-COUNTY / OUT-OF-COUNTY TRANSFER GUIDELINES

Eligibility

1. Parents and students should realize that a transfer/tuition is a privilege granted by the Hancock County Board of Education and is for the purpose of enhancing the educational opportunity of each student who is approved.
2. Student consideration is on a first-come, first-serve basis. Applications will be accepted the first Monday after Spring Break.
3. Approval is on a student-by-student basis with no consideration of siblings.
4. Each application will be date and time stamped when received in the Hancock County Central Office.
5. Applications will be considered in order of date/time of application, with children of employees given first consideration.
6. Students with an identified disability as per Kentucky Department of Education regulations, and who need special programming considerations, must be approved by the Director of Special Education.
7. Applications will not be processed until class size can be reasonably determined.
8. Students shall have demonstrated good behavior, good attendance, and an effort to learn before requesting a transfer.
9. Non-resident parents are responsible for transportation. If possible, we will transport from the nearest Hancock County bus stop on our transportation route.
10. Non-resident students need not re-apply between elementary, middle, and high school as long as they are in good standing with regard to discipline, attendance, transportation, and account balances.
11. Expelled non-resident students will not be accepted by Hancock County Public Schools.

Class Space Priorities

1. Students who reside in the established area zoned for that school (resident students).
2. Students who reside in the Hancock County School District but outside the area zoned for that school (transfer students).
3. Students who reside outside the Hancock County District, in the state of Kentucky, and in another school district with whom we have an agreement to transfer ADA monies (out-of-district students).

Review of Transfer

Transfer status may be revoked at the end of the semester if: a) discipline, b) attendance, c) transportation d) *account balances* become a significant problem. **Status may be revoked immediately for a severe disciplinary violation.** Parents shall be given prior written notification that non-residency status will be revoked.

Students in Grades: (K-3) 20 ÷ 1 Ratio and coordination with district staffing formula.
(4-5) 24 ÷ 1 Ratio and coordination with district staffing formula.

1. Schools closed (by grade level) to in-county transfer students are also closed to out-of-county students.
2. Applications will not be processed until class size can reasonably be determined.
3. Granting a transfer will not jeopardize the status of a classroom unit at the releasing school.