



4.10.041-AD Tuition Information

- (1) **Student.** Because of the complexities involved in administering and interpreting tuition policies and administrative directives, administrators and teachers are to refer all students and parents requesting information pertaining thereto to the Enrollment Services Department. Problems can be avoided and public and community relations can be improved by providing this single authoritative consultant service on tuition matters.
- (2) **Non-resident Students.** The district may, in the absence of an inter-district transfer agreement, unilaterally admit a nonresident student whereby neither the student's resident school district nor the Portland school district will receive State School Fund monies. Such students will be admitted only upon payment of tuition at the rate established by the district.
- (3) **Residents.** Students in grades one through twelve whose families will become residents of this school district within a 45-day period shall be admitted to the school appropriate to the attendance area in which the family will reside. Application must be filed with the Enrollment Services Clerk in the Office of Schools Support Services.
 - (a) Residents over age 19 who have received a diploma may be admitted with the approval of the [superintendent or designee] and payment of tuition at the rate established by the Board.
 - (b) Students may be admitted to full-day kindergarten programs upon payment of tuition, at the rate established by the district.
- (4) **Foreign Exchange Students.** Students attending Portland schools on a J-1 Visa through a district approved exchange programs may be admitted through waiver of tuition. Privately sponsored exchange students on an F-1 Visa shall not be admitted to the district. Administrative Directive 6.50.030, Foreign Exchange Programs.)
- (5) **Payments ñ Default And Discontinuance.** Parents or guardians responsible for the payment of tuition will be billed on a quarterly basis. If these bills are not paid within 15 days after presentation, the student's enrollment is subject to cancellation unless satisfactory arrangements for payment of tuition are made with the business office. If a tuition student leaves before the close of the quarter, a refund for the overpayment will be made.

(6) **Nonresident Report Forms.** During each school year, the principals shall furnish to the Enrollment Services Department a Nonresident Report Form for any student who moves out of the district. The Enrollment Services Department will notify the parent regarding tuition and inter-district transfer agreement information.

Policy Implemented:

History: Adpt. 6/71; Amd. 8/73; Amd. 7/76; Amd. 11/78; Amd. 6/83; Amd. 8/81; Amd. 10/83 ed.; Amd. 9/01/02

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Approved:  _____ Superintendent	<u>9/01/02</u> Date