

Transfer Students. The Board of School Trustees recognizes that a parent, guardian, or custodian of a child must be a legal resident of the North West Hendricks School Corporation in order for the child to attend its schools. The Board recognizes it has the authority to accept transfer students and it is the intent of the Board that all applicable laws in regard to student transfers shall be strictly enforced. A transfer student is one whose legal settlement is not within the boundaries of the North West Hendricks School Corporation.

School District Employee Requests. Requests for student transfer made by a school employee for his or her own child(ren) will be accepted at any time during the school year provided:

1. the student's parent is a current employee of the corporation;
2. the student's parent resides in Indiana; and
3. the school corporation has the capacity to accept the student.

Non-School District Employee Requests. Requests by parents, guardians, or custodians of Indiana students who do not reside in the North West Hendricks School Corporation, but who wish to enroll their child in the school corporation, will be considered for enrollment under the following conditions:

1. A student requesting transfer shall complete an online form that is submitted electronically. Transfer requests may be submitted annually within an established window that will be posted on the school corporation's website. If there is an enrollment capacity limit for specific grade levels, transfer request may only be approved at the board meeting following the end of the established window. If no enrollment limits exist, applications may be approved at any board meeting throughout the established window. Student transfer requests, including those for district employees, must be submitted annually, even for returning transfer students.
2. The parent, guardian, custodian, or student agrees to provide his/her own transportation to and from the school. If available, transfer students may be assigned to a specific bus route. All such bus routes shall have bus stops located within the NWHSC boundaries.
3. The enrollment capacity for each grade level in each building as determined annually by the Board of School Trustees will be a consideration as to whether the student transfer request will be approved or a random drawing will be necessary to determine students who will be accepted. Prior to the transfer request window, the school corporation will post on its website the grade levels for which enrollment space exists. If the number of transfer requests exceed the enrollment capacity for each grade level the Board of Trustees may only approve student transfer request through a random drawing at a public board meeting.
4. The Superintendent may deny the consideration of any student transfer request (including employee requests) based on one or more of the following criteria:

- The student has been suspended or expelled for more than 10 school days in the 12 months preceding the request for transfer.
 - The student was suspended or expelled for possessing a firearm, deadly weapon, or destructive device in the preceding 12 months.
 - The student was suspended or expelled for causing physical injury to a student, school employee, or visitor to the school.
 - The student was suspended or expelled for violating a drug or alcohol rule.
 - The student has had a history of unexcused or excessive absences and the governing body of the school corporation believes that, based upon the location of the student's residence, attendance would be a problem for the student if the student is enrolled with the school corporation.
 - Under no circumstances will a transfer student be accepted for athletic reasons.
5. Students transferring to this Corporation from others schools or school corporations shall be placed in those classes or to those grade levels for which their previous educational experiences appear to qualify them. The School Corporation reserves the right to change or modify such placements on the basis of later information, testing or investigation.
6. When applicable, the parents, guardians, or custodians agree to pay the transfer tuition in a timely manner as established by the Superintendent.

Legal Reference: IC 20-26-11-2
 IC 20-26-11-6
 IC 20-26-11-32