

Student Transfers & Withdrawals

Code #435.00

Students transferring into the Tri-County Area School District from other state approved public school systems, out-of-state public school systems, approved private schools, as defined and provided for in Wisconsin Statutes, or home-based educational programs as defined and provided for in Wisconsin Statutes are required to provide a transcript or other record of academic accomplishments and other available records, including attendance records, level of academic achievement, subjects completed, credits earned and records of standardized achievement testing. As an alternative, school administration officials may elect to have a parent, guardian and/or student, if of the age of majority, sign a release form to allow the District to obtain such information.

Transfer students must meet all other requirements contained in Policy #420.00 - School Admission.

All transfer students must meet the requirements of Wisconsin Statute 118.33 - Graduation Standards before becoming eligible for a diploma from Tri-County High School.

In order to qualify for class rank pertaining to State Scholarships, Valedictorian/Salutatorian, a student must be in continuous attendance and grading in the District starting the first semester of their Junior year.

In the event a transfer student (who has completed four years of education at one or more previously attended high school(s)) has more than the necessary credits required by the District but less than the number of credits required for graduation from the previous school, the District will not grant a high school diploma to the student. However, Tri-County High School will work collaboratively with the previously attended high school to find courses that satisfy their graduation requirements so that the transfer student can receive a diploma of graduation from the previously attended high school.

Withdrawals

Students leaving the District to attend school in another public, private, parochial or homebased school are required to have their parent/guardian submit a written notice that their child(ren) are withdrawing from school to the Principal of record. Such written notice shall include the name and address of the public, private,

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parochial or homebased school where the child(ren) will be attending upon leaving the District. Failure to have written documentation by a parent or guardian of a withdrawal from the District on record will result in the child(ren) remaining on the school enrollment records. No cumulative files on the child(ren) shall be sent to a requesting school without written documentation by a parent or guardian of a withdrawal.

Legal Reference: Sections 118.125 and 118.33 Wisconsin
Statutes Chapter PI 18, Wisconsin
Administrative Code

Cross Reference: 345.01AR, Grading Systems (Admin. Rule)
420.00, School Admission
423.00, Open Enrollment (Full-time) Program
435.00AR, Transfer Students (Admin. Rule)

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