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The following conditions shall govern the approval of requests for assignment of students to out-of-district schools:

1. Parents or guardians who reside in Transylvania County and who wish to have their children attend out-of-district schools shall make a request in writing to the superintendent of schools. In the absence of a special condition, requests must be received in the superintendent's office by June 15 for the succeeding term. Approval of an out-of-district assignment request during the school year is subject to the existence of one of the following special conditions:
  - A family whose residence changes to another attendance area during the school term and who wishes the child to remain in the school of assignment before the residence changed.
  - A family who establishes residence in Transylvania County for the first time during a specific school term.
  - An out-of-district assignment for a high school student upon the mutual recommendation of the two principals involved that the transfer is in the student's best interest.
  - One or more of these hardship situations:
    - o Medical and/or health reasons upon a doctor's written recommendation.
    - o Intervention by the Courts or Department of Social Services.
    - o As directed by the superintendent.
2. Out-of-district assignments are to be for a full school term absent the existence of conditions described in these regulations. Additional requests for a continuation of an out-of-district assignment are not required.
3. Students who are placed in programs for exceptional children are not necessarily governed by these regulations.

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4. School principals may grant bus transportation to a school which is not located in the attendance area of parental or guardian residence on a first come, first served basis so long as buses are neither overcrowded nor rerouted.
5. The maximum pupil membership for each school is based on the number of teachers assigned to each school by the superintendent upon receipt of personnel allocations to the Transylvania County Schools from the North Carolina State Board of Education and the Transylvania County Board of Education.

Denials of out-of-district requests and/or revocation of prior out-of-district assignments will be issued in the following sequence to keep pupil membership within a school's quota:

- a. New kindergarten pupils with no older brothers and sisters in the same school.
- b. Pupils in grades K-1 with no older brothers and sisters in the same school.
- c. Pupils in grades K, 1, 2 with no older brothers and sisters in the same school.
- d. Pupils in grades K, 1, 2, 3 with no older brothers and sisters in the same school.
- e. Pupils in grades K, 1, 2, 3, 4 with no older brothers and sisters in the same school.
- f. Pupils in grades K, 1, 2, 3, 4, 5 with no older brothers and sisters in the same school.
- g. Pupils in grades K, 1, 2, 3, 4, 5, 6 with no older brothers and sisters in the same school.
- h. The same pattern of determination will be applied in the schools which house pupils in grades 7-12.

Approved by Board  
and effective 8/28/83  
Revised 4/2/84