

**PITT COUNTY SCHOOLS**  
**Application for Out-Of-County Discretionary Admission**

**TUITION FOR 2022-2023 is \$1500.00**

1. *This form should be executed by parent or legal guardian and mailed or delivered with all required records to Pitt County Schools, 1717 West 5<sup>th</sup> Street, Greenville, NC 27834, Attn: Student Assignment Office on or before August,1 2021*
2. *All admissions are contingent on space and capacity in the school or program you are requesting.*

Name of Student \_\_\_\_\_ Age \_\_\_\_\_ Birthdate \_\_\_\_\_ Grade (21-22) \_\_\_\_\_

Name of Parent/Guardian \_\_\_\_\_

Physical Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email Address \_\_\_\_\_ Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Student completed \_\_\_\_\_ grade in good standing at \_\_\_\_\_ School in \_\_\_\_\_ School District.

Student has been identified as needing Special Education Services and/or has an Individualized Education Program (IEP) or 504 Plan. \_\_\_\_\_ Yes \_\_\_\_\_ No

Request is made for possible assignment to school(s):

**1<sup>st</sup> Choice:** \_\_\_\_\_

**2<sup>nd</sup> Choice:** \_\_\_\_\_

**3<sup>rd</sup> Choice:** \_\_\_\_\_

If you may qualify for exemption from tuition per Board Policy 4135, please explain:

Review the back of this form for the student records that must be submitted with this application and the conditions for acceptance, denial or revocation of discretionary admission.

**I have read the application information and understand my responsibilities. I certify that all information on this form is true. I understand that any false information submitted by me or on my behalf will result in DENIAL or REVOCATION of the student's admission at any time.**

Signature of Parent/Legal Guardian \_\_\_\_\_ Date \_\_\_\_\_

- By August 1<sup>st</sup>, submit this completed application, proof of release from home school district, and payment of half of the tuition (\$750.00) payable to Pitt County Schools by certified check or money order, and mail or deliver in person to the PCS Central Office located at 1717 West 5<sup>th</sup> Street, Greenville, NC 27834, Attn: Student Assignment Office.
- If this is your first year in Pitt County Schools:
  - (i) provide a copy of the most current school records with this application showing attendance, behavior, grades, and other evidence of good standing from your current school; and
  - (ii) Provide two (2) proofs of residence, BOTH:
    - 1) A lease agreement, mortgage statement, or tax bill, and
    - 2) A current utility bill (gas, electric, or water) in the name of the parent or guardian at the current address; and
  - (iii) Complete Affidavit A regarding suspension, expulsion, and felonies (applies to students who have previously been enrolled in school); and
  - (iv) If your child has been identified as needing Special Education Services and/or has an Individualized Education Program (IEP) or 504 Plan, provide a copy with this application.
- Second payment of second half of the tuition amount (\$750.00) is due on or before December 1 payable to Pitt County Schools by certified check or money order, and mail or deliver in person to the PCS Central Office located at 1717 West 5<sup>th</sup> Street, Greenville, NC 27834, Attn: Student Assignment Office.
- Tuition is not refundable after the school year begins.
- Provide timely transportation to and from school.
- Students will not be admitted to class until all requirements are met.

**CONDITIONS FOR ACCEPTANCE/DENIAL/ REVOCATION OF DISCRETIONARY ADMISSION:**

Initial acceptance or denial of this application for discretionary admission is based upon satisfactory records (behavior, grades, attendance), available space, capacity, caseload numbers, and Principal approval.

Continued discretionary admission is conditioned upon the child having good attendance, timely arrival each day, good grades, satisfactory behavior, and other measures of good standing. Good standing will be reviewed each grading period, but admission may be revoked at any time deemed necessary.

**Office Use Only**

Exceptional Children  
 Approved  Denied \_\_\_\_\_  
 Initials

Receipt # \_\_\_\_\_  
 Released \_\_\_\_\_  
 Old District \_\_\_\_\_ Date \_\_\_\_\_  
 Principal  Approved  Denied  
 Superintendent/Designee  Approved  Denied

\_\_\_\_\_  
 School Grade

\_\_\_\_\_  
 School Grade