

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

TUITION FOR 2025-2026 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 5th Street, Greenville, NC 27834, Attn: Office of Student Services and Assignment on or before August, 1 2025*
2. *All admissions are contingent on space and capacity in the school or program you are requesting.*

Name of Student _____ Age _____ Birthdate _____ Current Grade _____

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):

1st Choice: _____

2nd Choice: _____

3rd 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 1st, 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 5th Street, Greenville, NC 27834, Attn: Office of Student Services and Assignment.
- 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 5th Street, Greenville, NC 27834, Attn: Office of Student Services and 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