

**ADMINISTRATION 9 – Non-Resident Students and Fees**

Date: June 30, 2004

Responsible Administrator: Superintendent

1.0 RATIONALE

Sturgeon School Division recognizes that the need may arise to accommodate non-resident students.

2.0 PROCESS

The Superintendent is responsible for establishing the administrative practice.

3.0 GUIDELINES

- 3.1 “Room in the school” will be determined by the number of students in a class and composition of the class.
- 3.2 The Superintendent will establish the tuition fees applicable. This fee will be reviewed on an annual basis.
- 3.3 Prior to acceptance of a foreign student, the school principal must ensure that the student’s parent/guardian submits a cheque to the Division for the full amount of the foreign student tuition fees and, if applicable, transportation fee.
- 3.4 If a foreign student parent/guardian is unable to meet the requirement specified in Guideline 3.3, the school principal is not to accept the foreign student’s registration.

References: *Board Policy: D/II/4*