

Date received by Superintendent:

Priority Dates:
1st Priority Deadline: May 3, 2024
2nd Priority Deadline: May 24, 2024
3rd Priority Deadline: June 21, 2024

2024-2025
Martinsville City Public Schools
Out-of-Zone/Non-Resident Enrollment Request
(A new request must be completed for each student annually)

Date of Application Zoned School

Parent(s) Name Phone Cell

Address / / /
Street and Number City State Zip

Child's Full Name Birthdate

2023-24 School Attended Requested 2024-25 School

2023-24 Grade Placement Requested 2024-25 Grade Placement

Does your child receive any special services? (Special Education, ELL, 504 Plan, Gifted, other) Yes No (Circle One)
If yes, list services

Reason for Your Request

Other children in your family currently attending a Martinsville School and requesting out-of-zone or non-resident status:
Name(s) School/Grade during 2024-25

Other children in your family who may request out-of-zone or non-resident enrollment status in the future:
Name(s) Current Age(s) Date of Birth

First time out-of-zone/non-resident applicants must submit the following information along with this request:
Report card or transcript from previous school year Discipline Record (if applicable)
Attendance Record Documentation of Special Programming (IEP, 504 Plan, ELL Plan)
Proof of Residence \*Return this form and all documents to the requested school\*

Martinsville City Public Schools does not discriminate on the basis of race, color, national origin, gender, or disability. The decision on this request will be made by the administration of the division. If this request is approved, Martinsville City Public Schools has the right to reverse the decision if any discipline or attendance issues develop. My signature below indicates that:

- I understand that this is a request only. The final school placement for my child will be at the discretion of the administration.
I understand that my child's current/previous school may be contacted for additional academic, discipline, and attendance records, and I give permission for this information to be released to Martinsville City Public Schools.
I understand that I must provide timely transportation to and from the requested school.
If this request is approved, I agree to comply with all the rules and regulations of the Martinsville City School Board. I understand that non-resident students who fail to comply with Board policies may be immediately removed from enrollment in MCPS.
I have received and reviewed the Martinsville City School Board policy and regulation regarding School Attendance Areas.

Signed: Father or Legal Guardian Mother or Legal Guardian

Principal: Approved/Denied Signature Date

Superintendent: Approved/Denied Signature Date

Copy sent to Principal of Receiving School Zoned School (AH/PH only) Letter to Parent (Date)