

POLICY TITLE: <b>ADMISSIONS</b>		
ADOPTION/EFFECTIVE DATE:	MOST RECENTLY AMENDED: 05/2005	MOST RECENTLY REAFFIRMED: 05/20/2002
POLICY/PROCEDURE MANUAL SUMMARY CATEGORY: <b>STUDENTS</b>		

### I. Purpose

The purpose of this policy is to establish criteria for determining eligibility to attend school in the Harford County Public School system (“HCPS”) and for admitting/enrolling students in schools.

### II. Definitions

- A. **Child** means a person under the age of eighteen (18) and who is not fully emancipated.
- B. **Domicile** means the place of residence of a person with an intent to continue residing there.
- C. **Caretaker** means a person who is domiciled in Harford County and with whom a child resides who has a bona fide non-educational reason to reside with the caretaker.
- D. **Informal Kinship Care** has the same meaning as that set forth in Section 7-101 of the Education Article of the Maryland Annotated Code.
- E. **Homeless Student** has the same meaning as set forth in COMAR 13A.05.09.02 B 4.

### III. Statement of Policy

- A. A child or an individual under twenty-one (21) shall be admitted to HCPS without payment of tuition under any of the following circumstances:
  - 1. The child is domiciled with a parent or legal guardian who is domiciled in Harford County.
  - 2. The individual is eighteen (18) years of age or emancipated pursuant to Maryland law and is domiciled in Harford County.
  - 3. The child or individual is in, or is entering, his or her senior year of high school, attended a Harford County Public School the previous

year tuition free, and the child or individual remains domiciled in Harford County.

4. The child or individual's parent, legal guardian or caretaker moves their domicile out of Harford County during an academic year and the child or individual remains living with a person who is domiciled in Harford County or the individual remains domiciled in Harford County.
  5. The child has been placed in a foster home or residential facility in Harford County by a state agency, a child placement agency licensed under Section 5-507 of the Family Law Article of the Maryland Code, or pursuant to an order of a court of competent jurisdiction.
  6. The child lives with a caretaker who resides in Harford County.
  7. The child was previously domiciled in Maryland with the child's parent or legal guardian, and lives with a relative providing informal kinship care in Harford County.
  8. When a child or individual is otherwise permitted by law, ~~or~~ regulation, **or Board Policy** to attend HCPS without payment of tuition.
- B. Homeless students shall be permitted to attend HCPS in accordance with applicable law, regulation, and Board policy.
- C. During the pendency of any review procedure regarding the issue of whether an individual or child is eligible to attend HCPS without payment of tuition, the individual or child shall be admitted to HCPS without being charged for tuition.
- D. Children or individuals who do not come within the scope of III. A-B above may be admitted to HCPS:
- 1) Upon written approval of the Superintendent; and,
  - 2) Payment by the person legally responsible for such child or individual of the average cost of tuition per student for the preceding fiscal year unless such payment is waived in whole or in part by the Superintendent due to extenuating circumstances.

### **Board Approval Acknowledged By:**

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Barbara P. Canavan  
Superintendent

Policy Action Dates					
ACTION	DATE	ACTION	DATE	ACTION	DATE
Adopted	Unknown	Reaffirmed	05/20/2002		
Reaffirmed	06/09/1980	Amended	05/09/2005		
Amended	07/08/1996				
Amended	08/23/1999				

Responsibility for Policy Maintenance & References	
LAST EDITOR/DRAFTER NAME: <b>Patrick P. Spicer, Esquire</b>	JOB POSITION OF LAST EDITOR/DRAFTER: <b>General Counsel</b>
PERSON RESPONSIBLE: <b>Steve Lentowski</b>	JOB POSITION OF PERSON RESPONSIBLE: <b>Director of Student Services</b>
DESIGNEE NAME:	JOB POSITION OF DESIGNEE:
POLICY NUMBER PRIOR TO NOVEMBER 1, 2005: Students.07.01.011	

### **LEGAL REFERENCES<sup>1</sup>**

All references are set forth in the policy.

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<sup>1</sup> All references are to specific federal or Maryland statutes or regulations. References are provided for convenience and informational purposes only and are not to be considered as exhaustive or as precluding Harford County Public Schools from relying upon any other statutes or regulations in support of a policy.