



Non-resident Enrollment Process

Non-resident students who would like to attend or continue attending a University Place School District school must submit a "Release of Attendance" from their resident school district and UPSD's "Application for Non-resident Admission" form.

Approved releases are valid for one school year and may be rescinded if the student is not profiting from the placement, maintaining established behavior, academic and attendance standards, and /or the circumstances under which entrance was approved have changed significantly.

New - Non-Resident Applicants - *Students currently residing outside University Place School District boundaries and NOT currently attending school in University Place School District*

- Obtain an approved Release of Attendance from your resident school district
- Complete UPSD "Non-Resident Application" and "School Verification" Form
- Submit approved Release of Attendance from resident district, UPSD "Non-Resident Application" and UPSD School Verification form to UPSD Educational Services Center (ESC).
UPSD will begin accepting this paper work May 1, 2008.

NOTE:

- ✓ Notification will be mailed within 45 days of completed application packet being submitted to UPSD.
- ✓ Incomplete application packets will NOT be processed.
- ✓ Acceptance letter must be provided at school at the time of registration. Students may not register until approval letter has been provided by parent.

Renewal - Non-Resident Applicants - *Students currently residing outside University Place School District boundaries and currently enrolled in a UPSD school*

- Obtain an approved Release of Attendance from your resident school district
- Complete UPSD "Non-Resident Application".
- Submit approved Release of Attendance from resident district, and UPSD "Non-Resident Application" form to UPSD Educational Services Center (ESC).
UPSD will begin accepting this paper work March 3, 2008.

NOTE:

- ✓ Notification will be mailed within 45 days of completed application packet being submitted to UPSD.
- ✓ Incomplete application packets will NOT be processed.

Additional Questions: Contact University Place School District Student Services at 253-566-5600 ext. 3331 or e-mail lyager@upsd.wednet.edu.