



# Non-Resident or Out-of-Zone Application Information

The following procedure is in place for those parents seeking approval for their students to attend a school outside of their assigned attendance zone:

1. Applications for new and renewal requests will be accepted beginning March 1 through July 1 for the upcoming school year.
2. Students currently approved for non-resident or out-of-zone placement must re-apply annually for approval to continue.
3. Out-of-zone applications must have two proper proofs of residency attached, a copy of the lease agreement or a copy of the mortgage payment AND a copy of a utility bill.
4. Completed applications should be submitted to the Department of School Administration at the School Board Office.
5. Approval of applications will be based on the student being in good standing and space availability at the requested school.
6. Applications for kindergarten students may not be processed until after August 15th of each year.
7. It is the parent's responsibility to provide transportation to and from school for any student who is approved to attend on a non-resident or out-of-zone request.
8. The York County School Division reserves the right to withdraw approval of a non-resident or out-of-zone student at any time.