

# Buncombe County Schools Discretionary Release to ASHEVILLE CITY SCHOOLS for School Year \_\_\_\_\_

ONE FORM REQUIRED FOR EACH STUDENT – DO NOT FAX

## STEP 1 – CHOOSE ONE RELEASE REASON

Refer to BCS District Policy 4130 for complete information.

All reasons are at the discretion of the releasing principal. Students who have attended a school based on Discretionary Admission in the previous year should also be listed as "Continued Placement." Parent/guardian is responsible for out-of-district student transportation.

- Childcare Proximity:** The student's before or after school child care providers are in closer proximity to the receiving school. Verification of child care provider may be required.
- Completion of School Year:** If a parent/guardian changes domicile after the beginning of the school year, the student may stay at their school for the remainder of the school year.
- Employed by Another School System:** Parent/guardian is currently employed by Asheville City Schools.
- Sibling Placement:** When siblings live across multiple custodial families, discretionary admission may be requested to enroll the students in one attendance area in which one of the custodial families is domiciled.
- Work Proximity:** Parent/guardian's place of employment is in closer proximity to the receiving school. Verification may be required.
- Other:** Must be approved by Student Services. \_\_\_\_\_

## STEP 2 – STUDENT & PARENT INFORMATION – PLEASE PRINT LEGIBLY

Student's First and Last Name	Grade Applying For	FROM: Releasing School (School in Home District)	TO: Receiving School (School Requested)

Custodial Parent/Guardian: \_\_\_\_\_ Preferred Phone No.: \_\_\_\_\_ Alternate Phone No.: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_ County of Residence: \_\_\_\_\_

*My signature verifies that I have read and accepted the policy guidelines governing this request. I certify that all information provided is true. Falsification of information will result in an immediate denial or revocation of the student's Discretionary Admission/Release. I understand that Policy 4130 is available on the district website, at all Buncombe County Schools, and at Student Services.*

**Current Buncombe County School Employee?**

NO  Yes, Location \_\_\_\_\_

\_\_\_\_\_  
Signature of Parent/Legal Guardian

\_\_\_\_\_  
Date

**Student Athlete?**  No  Yes After initial entry to 9<sup>th</sup> grade **student athletes** who are approved for Discretionary Admission/Release forfeit for one year all athletic eligibility in any sport. Eligibility is restored 365 days from the date of the Board of Education's approval. Please refer to the North Carolina High School Athletic Association for details about this statewide athletic rule.

*I have read and understand the restrictions on athletic eligibility:*

\_\_\_\_\_  
Signature of Parent/Legal Guardian

## STEP 3 – PARENT/GUARDIAN MUST OBTAIN PRINCIPAL SIGNATURE BEFORE SUBMISSION

Approved  Not Approved  Continued Placement  **Releasing Principal's Signature:** \_\_\_\_\_

**CONTINGENCIES PLACED UPON DISCRETIONARY RELEASE BY RELEASING PRINCIPAL:**

## STEP 4 – SUBMIT COMPLETED APPLICATION AND PAYMENT TO STUDENT SERVICES

- **A non-refundable fee of \$10 is required per student per year, with a maximum of \$50 per household.**
- Make checks payable to Buncombe County Schools. Cash or check only – no debit/credit cards.
- **Hand delivery is no longer required.** All applications, including payment, may be mailed or delivered to:
  - o **Student Services Department, 175 Bingham Road, Asheville, NC 28806.**
- Applications approved by the appropriate principal/s will be processed in Student Services and approved at the next possible Board of Education meeting. Applicants will be contacted within 10 business days of receipt of the application if there is any issue impacting approval. Notifications will only be made if the application is denied by the Board. Confirmation letters of approvals WILL NOT be mailed.

**Questions?**  
student.services  
@bcsemail.org

**STUDENT SERVICES USE ONLY** Director of Student Services: Approved  Not Approved  \_\_\_\_\_