

Transferring Student/Student Membership Policy

Adopted 5/20/18

A. In accordance with Utah State Code Section 53A-1A 506.5 (2), the parent of a student enrolled in a charter school may withdraw the student from that charter school for enrollment in another charter school or a school district by:

- a. Submitting notice of intent to enroll the student in the district of residence for the subsequent year to the student's charter school no later than June 30, 2019.
- b. Submitting notice of intent to enroll the student in another charter school for the subsequent school year to the current charter school of attendance, together with a letter of acceptance from the proposed charter school of attendance, no later than June 30, 2019; or
- c. Obtaining approval from both the charter school of attendance and the school district or charter school in which enrollment is sought, if the parent desires to change the student's enrollment during the school year or after June 30.
- d. This means that a family has the right to withdraw from Capstone and re-enroll in a local district school without further procedure through June 30th before the school year starts. However, after June 30th, both the school from which a student is withdrawing as well as the prospective school for enrollment must authorize the change. Families run no risk of being denied re-enrollment in the local district school up through June 30th before the school year starts.

B. Capstone Classical Academy students will undergo assessment and attend an Administrative Interview meeting prior to a deadline determined by the school each year. Students will be automatically unenrolled for failure to meet this criteria by the specified deadline.

C. The intent of this policy is to help Capstone Classical Academy to have a solid projection of enrollment no later than June 30th for the purposes of staffing/hiring.

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