



"Learning Today, Leading Tomorrow"

School Zone Form

Date: _____

Please complete one form per school.

Attached is a copy of the sales contract or lease agreement that confirms our closing date for the home we are building, purchasing, or leasing within the Wentzville School District. Also, attached is a letter from the builder and/or closing document stating a firm move-in date. We are requesting your approval so our child can complete the Fall or Spring (circle one) semester at the following Wentzville school: _____

Student: _____ Grade: _____

Student: _____ Grade: _____

Student: _____ Grade: _____

Transportation is the responsibility of the parent. There will be no access to District transportation until the family lives in the zone of the school assigned to their residency.

Please Print:

Parent Name: _____ Phone: _____

Current Address: _____ New Address: _____

Thank you for your consideration.

Sincerely,

Parent Printed Name: _____ Parent Signature: _____

(FOR OFFICE USE ONLY)

Approved / Denied (circle one) by: _____ **Date:** _____

Cc: Student File

Revised 9/23/2016

Guidelines for School Zone Exception Form

- During a semester, any family moving into the Wentzville School District, but not yet residing within the district, will:
 - with completion of an application;
 - a copy of a valid sales contract and/or construction contract (with no contingency language); or a letter from the builder (if a new dwelling) stating a firm move-in date; or copy of a current lease agreement, and
 - completion of the Request for Waiver of Proof of Residency (forward to the Administrative Services Office for Board approval.)

be allowed permission to enroll their child in the school within the boundaries of the new residence, if the contract/building will be completed within that semester. The family will be responsible for transporting the student(s) to the approved school with no access to District transportation until the family resides in zone of the requested school.

- Any family that currently resides in the Wentzville School District and that has previously provided proof of residency can, when preparing to move into a different school's boundary within the school district, request permission to move their child(ren)'s school assignment to the new school. The family will:
 - complete an application;
 - attach a copy of a valid sales contract, and/or construction contract; or copy of a current lease agreement, and
 - a letter from the builder (if a new dwelling) stating a firm move-in date.
- Any family that currently resides in the Wentzville School District when preparing to move into a different Wentzville School District school's boundaries may request permission for their child(ren) to finish the current semester at the school the child(ren) attended the first day of the semester. The family will:
 - complete an application;
 - attach a copy of a valid sales contract, and/or construction contract; or
 - a letter from the builder (if a new dwelling) stating a firm move-in date or copy of a current lease agreement.

If the move within the district will occur within that semester, the district will approve the request. The family will be responsible for transporting the student(s) to the approved school with no access to District transportation until the family resides in the zone of the requested school.