

321 ADMISSION AND PLACEMENT OF TRANSFER STUDENTS

- 321.01** A parent or guardian of a student, or an adult student, who wishes to enroll in the Oregon School District must complete official registration forms prior to assignment by the principal to a grade or schedule of classes.
- 321.02** Students transferring into the District from public, private, and parochial schools, alternative educational programs, or home-based educational programs shall provide official transcripts or other records to show evidence of their level of academic achievement, grades or subjects successfully completed, credits earned, and results of standardized testing. Students who have been in attendance in a home-based private educational program shall also provide the following documentation of the home-based program:
- 321.02.1 A copy of the home-based educational program form (Wisconsin DPI form PI-1206);
 - 321.02.2 A copy of the school calendar that verifies that each school term of home-based education instruction consisted of a minimum of 875 hours;
 - 321.02.3 Copies of the sequential curriculum plan that was taught in the six subject areas mandated by law; and
 - 321.02.4 Records of student performance for each course taken.
- 321.03** The building principal or his/her designee will determine the grade and/or program placement for all students entering or re-entering the school system. The building principal or designee may refuse to accept the previous grade placement or credit status of students transferring from any public, private or parochial school, any alternative educational program, or any home-based educational program.
- 321.04** The principal or designee may require that placement testing, evaluation, and/or other appropriate case review be completed for any transfer student to ensure that students are placed at a level commensurate with their ability and where the best opportunity for successful learning can occur. When the evaluation or review cannot be completed prior to the student's entry into school, the student may be placed in the student's chronological age grade on a temporary basis, pending completion of the evaluation/review.
- 321.05** Once a placement decision has been made, the student will be subject to a 30 day probationary period to evaluate whether the placement is

appropriate. During the probationary period, the educational placement may be modified by the administrator or designee.

321.06 Educational placements of students with exceptional education needs shall be made in accordance with Chapter 115, Subchapter V of the Wisconsin Statutes and PI 11 of the Wisconsin Administrative Code.

321.07 Placement decisions may be appealed to the Superintendent.

Legal Reference: Wi. State Statutes 115.28(8)

Adopted: December 8, 2003

Revised: July 23, 2007