

PENN MANOR SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED: November 15, 2012

REVISED:

607-AR-0. NONRESIDENT TUITION

The Business Manager will be responsible for annually determining the most recently approved tuition rates as calculated by the Pennsylvania Department of Education. The Business Manager will inform the Superintendent of the approved tuition rates.

The Business Office will invoice the parent/guardian of the nonresident student in accordance with Board policy.

When tuition payments are not being submitted by semester, the Business Manager will send the parent/guardian a Notice Of Tuition Past Due. The notice will inform the parent/guardian of the delinquency of the tuition payment, the amount currently due, and the consequences of nonpayment. The Superintendent will receive a copy of the Notice.

The Business Manager will inform the Superintendent of any nonpayment of tuition within the period specified in the Notice. The Superintendent will take final action regarding the termination of a student's enrollment due to nonpayment of tuition.

When a district school receives a student from another school district, the sending district will pay the approved tuition rate. The Business Manager will invoice the school district in accordance with Board policy.