

COURSE OPTIONS PROGRAM

- I. Pupils enrolled in the District may attend an Educational Institution, including a public school in a non-resident school district, the University of Wisconsin System, a technical college, a nonprofit institution of higher education, a tribal college, a charter school, and any nonprofit organization that has been approved by the Department of Public Instruction, for the purpose of taking a course offered by the Educational Institution. A pupil may attend no more than two courses at any time under the Course Options Program.
- II. Application Procedures — The parent/guardian of a pupil who wishes to attend an educational institution for the purposes of taking a course under Section 118.52 of the Wisconsin Statutes (the “Course Options Program”) must submit an application to the educational institution which the pupil wishes to attend a course at least six weeks prior to the date the course is scheduled to begin. Applications must be submitted on the form provided by the DPI and comply with the statutory requirements of the Course Options Program. Untimely applications will not be processed, nor will the review process be delayed by failure to submit supporting documentation.
- III. Acceptance Criteria — Acceptance or denial of nonresident and resident Course Options Program applications will be made according to criteria specified in the statute and shall be made no later than one (1) week prior to the start of the course.
- IV. Notice of Decisions — Written notice of acceptance or denial will be sent to all applicants and, as applicable, to the resident school district or Educational Institution, no later than one (1) week prior to the start of the course, in accordance with Wisconsin statute.
- V. Notice by Parent After Acceptance. Pursuant to state statute, following receipt of a notice of acceptance, but prior to the date on which the course is scheduled to begin, the pupil's parent/guardian shall notify the resident school board and the Educational Institution of the pupil's intent to attend the course at the Educational Institution.
- VI. Reapplication Procedures — Approval of Course Options Program enrollment applies only to the semester, year or other session for which the course is offered. The Board will require students to reapply under the Course Options Program for each additional semester, year or other session for which a course is offered.
- VII. Transportation — The parents/ guardians of a student attending a course in the Course Options Program will be solely responsible for providing transportation to and from the school site.
- VIII. Tuition Payment — The Board will pay to the Educational Institution tuition as identified by the Department of Public Instruction. Parents/guardians may be subject to additional charges by institutions of higher education. It is the responsibility of the parent/guardian to confirm any additional charges prior to submitting their application. The District will pay the parent/guardian's portion of tuition and fees if the pupil qualifies under the free and reduced lunch program.
- IX. Rights and Privileges of Nonresident Students — Nonresident students attending courses in the District through the Course Options Program will have all of the rights and privileges of resident students and will be subject to the same rules and regulations as resident students.

Adopted: 04/07/14
Revised: 10/26/15