

ARIZONA DEPARTMENT OF EDUCATION

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STATE OF ARIZONA

SCHOOL FINANCE MEMORANDUM 07-050

TO: District Superintendents, District Business Managers, Charter School Administrators, Charter School Directors

FROM: Philip Williams, Deputy Associate Superintendent

DATE: March 28, 2007

SUBJECT: Submission of Open Enrollment Policy to the Arizona Department of Education

In accordance with A.R.S. 15-816.01 (A), "School district governing boards shall establish policies and shall implement an open enrollment policy without charging tuition. Tuition may be charged to nonresident pupils only when the tuition is authorized under section 15-764, subsection C, section 15-797, subsection C, section 15-823, subsection A, section 15-824, subsection A or section 15-825. These policies shall include admission criteria, application procedures and transportation provisions. **A copy of the district policies for open enrollment shall be filed with the department of education.**"

Please email an electronic copy of your district's or charter holder's open enrollment policy to SchoolFinance@azed.gov. Include your district's or charter holder's CTDS number in the subject line of the email.

If you have any questions regarding the submission of your open enrollment policy, please contact Tina Shaw at 602.542.5695 or by email at Tina.Shaw@azed.gov. Any questions or concerns may also be emailed to the School Finance Inbox at SchoolFinance@azed.gov.