

TSC Student Process to Enroll in WLCSC Schools

Parents residing in the boundaries of the Tippecanoe School Corporation wishing to request their child(ren) to attend the West Lafayette Community School Corporation (WLCSC) shall follow these procedures:

1. Contact the TSC superintendent's office and request an application. This process must be followed each year by parents who wish their child(ren) to continue at WLCSC, and this process must be followed by families who are newly requesting their child(ren) to attend the WLCSC. **Applications from new and returning students are accepted beginning in January for the upcoming academic school year. Applications received by April 1st are considered priority.**
2. If the TSC administration approves the application to allow your child(ren) to attend the WLCSC school, then **TSC will send** the application to our WLCSC central office staff. If TSC denies the request, the child(ren) cannot attend WLCSC.
3. The WLCSC administrative office date stamps the applications as they are received and begins preparing them for each building principal to review.
4. By the end of April, applications are sent to each building principal for review. Parents of students who did not attend WLCSC schools in the previous school year will be required to provide attendance and discipline records as part of the review process. For guaranteed enrollment in the WLCSC, parents should consider moving into the boundaries of the WL school district.
5. **By the end of May or early June** of each school year, the Superintendent's office will prepare letters to mail to parents/guardians notifying them if the request was approved or denied. The decision by the WLCSC administration to recommend acceptance of a TSC student will be based on:
 - a. The student's attendance record at the previous school of attendance and status regarding graduation
 - b. The availability of curricular or program offerings that are specifically aligned with the student's demonstrated academic or career aspirations
 - c. The student's disciplinary record at the previous school of attendance
 - d. The class size and program capacity of the school/grade level in which the student requests to enroll
 - e. Please note that above records for students currently attending WL schools and wishing to return for next year are automatically reviewed.

Important Information for TSC Students attending WLCSC schools:

1. Transportation to and from school must be provided by families. Students may not utilize the WLCSC bus stops. The applications of TSC students who incur absences or tardies while attending WLCSC schools will be carefully considered during the annual review of applications. Attendance is an important factor in student achievement.
2. Applications to attend WLCSC schools from districts other than TSC are not accepted.
3. Billing decisions and agreements are decided and handled by TSC. Inquiries should be directed to the TSC district office.
4. If you have any questions about the request process, feel free to contact the WLCSC office at 765-746-1602.