

SAMPLE LETTER REQUESTING ENROLLMENT UNDER 24 P.S. §13-1302

Your Name
Your Address

Date: _____

_____ School District

_____, PA _____

Re: Residency Requirements

Dear Principal _____:

Please be advised that I have contacted the Education Law Center with regard to the residency requirements in this school district.

Pursuant to 24 P.S. §13-1302, a school-age child who resides with a friend or relative in a school district different from that of their parents may attend school in that district where he or she is living if the following requirements are met:

1. The friend or relative supports the child, or the child is receiving public benefits such as public assistance;
2. The friend or relative assumes all personal obligations for the child relative to school requirements; and
3. The friend or relative intends to keep and support the child continuously and not merely through the school term.

You will note that the statute does not contain a requirement that the adult with whom the child is residing have or obtain legal custody for the child to attend school. As a result, a school district cannot require the adult to have or obtain custody of the child before he or she is accepted as a student.

Consequently, I am requesting that _____ be permitted to enroll in this school district immediately and begin attending school on the next scheduled school day.

Please let me know upon your receipt of this letter if you need any additional information.

Very truly yours,