

Special Permission Attendance Request
IN DISTRICT- HOPKINS COUNTY SCHOOLS
2024 - 2025

Student's Name: _____

Address: _____ PO Box # _____ City _____ Zip Code _____

Phone Numbers: (H) _____ (Cell) _____ (Work) _____

Parent/Guardian Names: _____

Parent Address (if different): _____

Parent Place of Employment: _____

Grade child will be entering (next school year): _____ School where you live: _____

Current School You Attend: _____ School Requested: _____

Did student play any sport for Hopkins County Schools within the past year? YES NO

If so, was it at the Varsity level? YES NO _____

Is your child currently in any type of Special Education Class? (*Check one*) Yes No

If yes, a copy of your child's IEP must be attached to this request form. (For placement purposes only - not a determining factor in granting acceptance.)

NOTE: A copy of the most recent grade report or transcript and record of attendance and discipline MUST be attached to this form before a request will be considered. This information is available in Infinite Campus or at your child's school. The parent/guardian is responsible for obtaining and attaching this information.

Grade Information Attached Attendance Records Attached Discipline Records Attached

Reason for Request: _____

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- Special permission students will only be accepted if class size permits.
 - Criteria used in the decision-making process by administrators are attendance, academic effort, and behavior, outstanding charges.
 - Transportation will not be provided for special permission students.
 - Transfers involving athletics will be in accordance with Kentucky High School Athletic Association (KHSAA) By-Laws. Your application will be reviewed by the Director of Pupil Personnel, and decisions will be mailed by: May 1, 2024. Questions may be directed to Department of Pupil Personnel, 320 South Seminary Street, Madisonville, KY, 42431, 825-6100 ext. 22502.

For Central Office Use Only: Date and Time Received: _____
Unfortunately, your request for special permission cannot be granted at this time due to the following;

- Grade level/classroom exceeds allowable state guidelines,
- Student's grades Student's attendance Student's behavior.

Date Approved: _____ Date Denied: _____

Principal's Signature: _____

Director of Pupil Personnel Signature: _____

Special Permission Attendance Request
OUT-OF DISTRICT - HOPKINS COUNTY SCHOOLS
2024 - 2025

Student's Name: _____ Age: _____ DOB: _____

Address: _____ Zip _____

School District you live in: _____

Hopkins County School you desire to attend: _____ Grade child will be entering: _____

Parent/Guardian Name(s) Mother _____ Father: _____

Parent Address (if different from student): _____

Home Phone: _____ (Cell) _____ (Cell) _____

Mother's Employer: _____ Phone _____

Father's Employer: _____ Phone _____

Did student play any sport within the past year? YES NO

If so, was it at the Varsity level? YES NO _____

Is your child currently in any type of Special Education Class? (*Check one*) Yes No

If yes, a copy of your child's IEP must be attached to this request form. (For placement purposes only - not a determining factor in granting acceptance.)

NOTE: A copy of the most recent grade report or transcript and record of attendance and discipline MUST be attached to this form before a request will be considered. This information is available in Infinite Campus or at your child's school. The parent/guardian is responsible for obtaining and attaching this information.

Grade Information Attached Attendance Records Attached Discipline Records Attached

Reason I (we) desire to enroll in the Hopkins County School District: _____

- Special permission students will only be accepted if class size permits.
- Criteria used in the decision-making process by administrators are attendance, academic effort, and behavior, outstanding charges.
- Transportation will not be provided for special permission students.
- Transfers involving athletics will be in accordance with Kentucky High School Athletic Association (KHSAA) By-Laws. Any student who transfers enrollment from a district of residence to a nonresident district shall be ineligible to participate in interscholastic athletics for one (1) calendar year from the date of transfer.

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Director of Pupil Personnel Signature: _____