

2019-20 INTERDISTRICT OPEN ENROLLMENT APPLICATION

Read guidelines on back. *A separate application must be completed for each student each year.*

Return the application to the address below:

Chippewa Local Schools, ATTN: Open Enrollment, 56 North Portage Street, Doylestown, OH 44230

Name of Student _____ Social Security # _____
Last First Middle (required)

Address _____
Street City State Zip

School district of residence _____ Building currently attending _____

Date of Birth _____ - _____ - _____ Grade level student will be entering in for 2019-2020 _____

Parent/guardian name(s) _____
Last First

_____ Last First

Primary Work Email
Phone (____) _____ Phone (____) _____ Address: _____

Does the applying child have an IEP (Individualized Education Plan) or a 504 plan? YES ____ NO ____

If YES, IEP or 504 must be attached.

Does the applying child have a WEP (Written Education Plan) for being identified as Gifted? YES ____ NO ____

If YES, WEP must be attached.

Has applicant ever been suspended or expelled for 10 consecutive days? Yes ____ No ____

If you answered **YES**, list dates: _____

NOTE: Inter-district transfer students must attach the following:

- 1.) a complete individual immunization record,
- 2.) a recent official transcript or record of achievement,
- 3.) a current IEP if handicapped and
- 4.) disciplinary action file from the previous term.

Without these attachments, the application will not be dated-in and will not be considered.

In the event my child is accepted, I hereby grant permission for school/education records to be transferred to an accredited school as needed. My signature further indicates that I have read the Open Enrollment guidelines on the back of this form and have answered all questions truthfully to the best of my knowledge.

Signature of parent/guardian/self (if 18 or older) _____ Date _____

*****FOR OFFICIAL USE ONLY*****

Date Received in Completed Form _____

Action Taken: _____ Approved _____ Disapproved _____ Date of Action _____

(Attach a copy of letter to student/parent(s)/guardian(s) to this application)

Superintendent's Signature _____ Date _____

OPEN ENROLLMENT GUIDELINES

Your application will not be processed until ALL application requirements have been completed. Once a student has been accepted by the Chippewa Local Schools, the student is expected to remain in the district the entire school year.

APPLICATION APPROVAL

Applications for open enrollment will be approved or denied on the following basis:

SPACE:

Open enrollment limits will be set by the Chippewa Local School District by grade level, program, and classroom capacity. All approved applications are in effect for the current school year only, and may be discontinued at the discretion of the administration in subsequent years.

BEHAVIOR:

Chippewa Local Schools may deny enrollment to students who have been expelled or suspended.

FEES:

School fees shall be submitted with application: Elementary HH \$30.00 per student, Intermediate \$35.00 per student, HS \$35.00 per student, and \$60.00 for 12th graders. Checks will be cashed and a reimbursement will be issued if student is not accepted. Checks to be made out to Chippewa Local Schools. **(These are the fee amounts for the 18/19 school year and there may be an increase for 19/20.)**

CUSTODY:

Legal proof of custody shall be provided with application for students for which it applies.

ATTENDANCE/TARDINESS:

Excessive absences and tardiness will not be tolerated and may result in open enrollment being denied.

APPLICATION REQUIREMENTS:

Please turn in the following when you submit your application: BIRTH CERTIFICATE, CUSTODY PAPER (if applicable), IMMUNIZATIONS, PROOF OF RESIDENCY, IEP/MFE (if applicable), and SCHOOL FEES. You may bring these items to the Administration Office and we will be happy to make the copies needed for you. Applications will **not** be considered until all registration requirements are completed.

ADDRESS VERIFICATION:

All applicants must include 2 forms of verification of the current residence. It may be in the form of a bill, voter registration, valid driver's license, and/or lease agreement/home purchase agreement. If at any time during the school year there has been a change of address, it is **imperative** that you notify the school office of that change. A new application will be necessary if your district of residence changes.

TRANSPORTATION:

The Chippewa Local School District **shall not** transport open enrollment students.

SPECIAL EDUCATION

Students with disabilities may apply for open enrollment. The Administration will review all open enrollment applications involving special education students to determine number limits and if needed services are available within the grade level or building where appropriate services would be provided.

If it is discovered after registration that the student has an active I.E.P. (Individualized Education Plan), that student will be returned to the resident district if appropriate accommodations cannot be provided. A copy of the student's current I.E.P. and M.F.E. (Multi-Factored Evaluation) must be provided with registration.

IMPORTANT DATES:

March 29th – Applications due for returning Open Enrolled Students.

April 1st – Start to accept applications for NEW Student Open Enrollment, first come, first serve basis.

April 30th – Returning Open Enrolled Students to receive confirmation letters by this date.

June 14th – NEW Student Open Enrollment letters to be sent out by this date.

Kindergarten Open Enrollment begins on March 1st.

Approval for one school year does not guarantee enrollment for the next school year. Likewise, acceptance of one child does not guarantee acceptance of a sibling.

Chippewa Local Schools do not unlawfully discriminate on the basis of sex, age, race, color, religion, disability, political affiliation, or national origin in employment or in their educational programs and activities.