

**INTRA-DISTRICT OPEN ENROLLMENT**

**Selection Procedures**

1. The Superintendent or designee shall identify those schools which may have space available for additional students. A list of these schools and open enrollment applications shall be available at all school offices.
2. Students who submit applications to the District by March 31 shall be eligible for admission to their school of choice the following school year under the District's open enrollment policy.
3. Enrollment in a school of choice shall be determined by lot from the eligible applicant pool, and a waiting list shall be established to indicate the order in which applicants may be accepted as more openings occur. Late applicants shall not be added to the waiting list.
4. The Superintendent or designee shall inform applicants by mail as to whether their applications have been approved, denied, or placed on a waiting list. If the application is denied, the reasons for denial shall be stated.
5. Applicants who receive approval must confirm their enrollment within two weeks.
6. Admission to a particular school shall not be influenced by a student's academic or athletic performance except insofar as academic standards are required for admission to specialized schools or programs such as programs for gifted and talented students. Such standards shall be uniformly applied to all students. (Education Code 35160.5)
7. An intra-district transfer student shall "own" space in his/her school of acceptance. In order to move from that school, the student will have to go through the lottery process.

*(cf. 6172 - Gifted and Talented Student Program)*

Any complaints regarding the selection process should be taken to the Superintendent or designee.

*(cf. 1312 - Complaints Concerning the Schools)*

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**Notifications**

Notifications shall be sent to parents/guardians at the beginning of each school year describing all current statutory attendance options and local attendance options available in the District. (Education Code 48980)

*(cf. 5111.1 - District Residency)*

*(cf. 5111.11 - Residency of Students with Caregiver)*

*(cf. 5111.12 - Residency Based on Parent/Guardian Employment)*

*(cf. 5111.13 - Residency for Homeless Children)*

Regulation

Approved: September 11, 2000

Revised: January 23, 2012

**BREA OLINDA UNIFIED SCHOOL DISTRICT**

Brea, California