

# **Mountain Oaks Admissions Requirements:**

1. Student must reside in Calaveras, Amador, Tuolumne, Alpine, San Joaquin or Stanislaus County.
2. The student cannot have an open expulsion contract.
3. The student must be at least 5 years of age by September 2<sup>nd</sup>.
4. The maximum age limit for student enrollment is 19 years old.

## **Steps to Enrolling:**

1. Call Samantha at 1-888-686-6257, ext. 2258 for information regarding Mountain Oaks School and our open enrollment or lottery dates. The open enrollment and lottery dates are also listed on our website at [mountainoaks.org](http://mountainoaks.org).

**Open Enrollment Procedures:** All students that meet the above Admissions Requirements will be granted enrollment during the Open Enrollment period.

1. Call Samantha at 1-888-686-6257, ext. 2258 to schedule an Enrollment Interview.
2. For the Enrollment Interview we will need at least one parent or guardian with educational rights and the enrolling student to be present. Please bring the student's up-to-date immunization record and proof of residence (e.g: a utility bill or anything with your name and physical address printed on it). We will also need a copy of the following items if applicable: high school transcript, legal/custody paperwork, medical paperwork, IEP or 504 Accommodation Plan.
3. Enrollment is pending and not completed until the Enrollment Packet is completed and returned to the front office.
4. Students meeting the Mountain Oaks Admissions Requirements will be granted enrollment after the interview and upon completion of the enrollment packet.

### **Lottery Period:**

1. Please complete a Lottery Form for each student you wish to enroll in Mountain Oak School.
2. At the end of each Lottery period we will hold a random drawing and each student will be assigned a number based on the order in which their name is drawn.
3. Families will be informed of their lottery number within two weeks after the lottery.
4. When openings become available families will be contacted, according to their lottery number, and an Enrollment Interview scheduled.
5. For the Enrollment Interview we will need at least one parent or guardian with educational right and the enrolling student to be present. Please bring the student's up-to-date immunization record and proof of residence (e.g: a utility bill or anything with your name and physical address printed on it). We will also need a copy of the following items if applicable: high school transcript, legal/custody paperwork, medical paperwork, IEP or 504 Accommodation Plan.
6. Enrollment is pending and not completed until the Enrollment Packet is completed and returned to the front office.
7. Students meeting the Mountain Oaks Admissions Requirements will be granted enrollment after the interview and upon completion of the enrollment packet.