



### Introduction

Open Enrollment enables Arizona students to attend public schools outside their attendance area as set forth in A.R.S. § 15-816 et seq. In accordance with state law, the District has established an open enrollment policy and implemented an open enrollment program without charging tuition for non-resident students and resident transfer students. Open enrollment packets are available at all school and at the District Office.

### Student Definitions

- Non-resident student is a student who resided outside of the District's boundaries but who seek to enroll in the District.
- Resident transfer student is a student who resides in the District but who seeks to enroll in a school outside of the student's attendance area.

### Admission Criteria

The District shall determine if non-resident students and resident transfer students will be admitted in accordance with the following criteria:

- The school in which the student seeks to enroll has the capacity to serve the student without adversely impacting educational opportunities for resident students attending their resident school. Factors to be considered in making this determination include, but are not limited to, the following:
  - Physical capacity of the school building and classrooms. Excess capacity for open enrollment is estimated on or before April 15. If no excess capacity exists then application will be denied. If excess capacity is anticipated, the applications will be reviewed.
  - Availability of staff members to service students at each site.
  - Capacity in relevant special programs.
  - Availability of other resources.
- The student's prior status in the educational and juvenile court system, including:
  - Whether the student has been suspended by another school or is in the process of being suspended or expelled by any other school.
  - Whether the student is in compliance with any conditions imposed by a juvenile court.Failure to disclose the above information on the Open Enrollment application will result in revocation of the student's acceptance for open enrollment.
- The student's admission does not violate the provisions of a court order or agreement of desegregation in the student's resident district.
- Acceptance in on a year-by-year basis and subject to re-application and review each year.

### Enrollment Priority Groups

The District will give enrollment priority to applicants in the following order, as long as their enrollment can be accomplished in accordance with the District's admission criteria:

1. Resident transfer students who currently attend the school and their siblings.
2. Children of employees who are non-resident students.
3. Resident transfer students
4. Previously accepted and enrolled non-resident students' siblings.
5. Non-resident students

### Application Procedures

The student's parent/guardian completes the Open Enrollment application and submits it to the school in which the student seeks to enroll or to the District's administrative offices.

- Student may apply for open enrollment at any time but admission occurs only at the beginning of a semester.



- Open enrollment selection is made prior to the beginning of each semester. To be considered for selection for a given semester, the open enrollment application must be submitted prior to or within 10 days of the beginning of a given semester.
- Student who move into the District for the first time will be allowed to apply for open enrollment upon their arrival.
- Notification by the District will occur within 10 days of the application, starting April 15<sup>th</sup>.

Applications are accepted on a first come, first served basis, within each enrollment priority group. Names of applicants that cannot be accommodated will be placed on a waiting list established for each enrollment priority group. The District will determine whether the student's admission would be in conformity with its admission criteria.

### Transportation

The District does not transport open enrollment students except as set forth in A.R.S. § 15-816.

### Compliance With Rules

Once students are accepted and attending the school of choice, they must comply with school rules. Failure to comply with school rules is a breach of agreement and a cause for open enrollment revocation. Before revocation for breach of agreement, the principal or designee conducts an informal hearing with the student, parent/guardian and other appropriate persons. The principal explains the alleged conduct that violates the rules or regulations. Those rules and regulations may include standards of academic effort, conduct and attendance. Students are given an opportunity to respond. After the hearing the principal decides if revocation of open enrollment status is appropriate.

### Grades 9-12 Special Note

Eligibility for athletics and extracurricular activity is affected when students transfer from one school to another. Student considering transfer must contact the Athletic Director to determine eligibility status in relation to the possible transfer.