



Board Policy

4.10.051-P

Student Enrollment and  
Transfers



# Student Enrollment and Transfers

- (a) Transfers to a different neighborhood school request transfer to a different neighborhood school will be considered through the petition process. Petitions will be considered on an individual basis based on standard criteria, taking into consideration available space at the requestor's school.
- (b) Transfers to a focus request transfer to a focus school will be considered through a lottery process and a petition process after the lottery transfer process has closed. A transfer request to a focus school based on a lottery transfer request is subject to space availability, admission criteria if any and preferences.

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### (3) Admission criteria for focus schools program

- (a) Admission criteria for District focus schools program will be the same for neighborhood admission.
- (b) Admission criteria will be clear, objective and directly related to the educational goals of the focus school district. A school program may require the family and student to demonstrate program expectations in their letter.
- (c) Middle and high schools may have admission criteria as specified in the process required in 6.10.022-P.
- (d) Every focus school will have admission criteria except for age criteria for dual language immersion and entry for language immersion.

## VI. Enrollment

- (1) Students are expected and encouraged to remain in the same program in which they are enrolled for the school year, except in cases of extraordinary circumstances. Schools will collaborate with families and staff to meet the needs of students for that school year.
- (2) Students enrolled in a transfer school should have the opportunity to opt for grades that school.
- (3)



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provided in (4) and (5) below. Students who want to attend a school in their neighborhood shall follow the administrative procedures set forth in Section V.

(4) Students shall be placed in the appropriate grade group in the school in their neighborhood, except as provided in the following paragraphs:

(5) Students shall be placed in a different grade group if they are currently in a higher grade group after completing the previous grade group.

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