

2018 – 2019

Grades K-4 only

SAN GABRIEL UNIFIED SCHOOL DISTRICT
408 JUNIPERO SERRA DR
SAN GABRIEL, CALIFORNIA 91776
626-451-5400

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INTRA DISTRICT OPEN ENROLLMENT TRANSFER APPLICATION

PLEASE PRINT

Student Name (Last, First)		Birth Date	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female
School Currently Attending/School of Residence:		Grade in 2017-2018 School Year:	Date of Request:
School(s) Requested: (Please list schools in order of preference if requesting more than one)			
Sibling(s) currently attending requested school in 2017 – 2018			
Name(s) _____		Grd _____	_____
Name(s) _____		Grd _____	_____
Name(s) _____		Grd _____	_____
Parent/Guardian Name		Contact Number: <input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Cell	
Address _____ City _____ Zip _____		Contact Number: <input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Cell	
Email Address _____		Contact Number: <input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Cell	
Special Education Student: <input type="checkbox"/> Yes <input type="checkbox"/> No		Section 504 Plan: <input type="checkbox"/> Yes <input type="checkbox"/> No	Other Special Program:

San Gabriel Unified School District students residing in any school attendance area shall first be provided the option of attending their neighborhood school. After all children within each school’s attendance area have been accommodated, remaining placement requests will be honored according to the following criteria for student placement until a given school has reached its defined enrollment capacity:

- * Once enrolled in a school through this open enrollment policy, students living outside the school’s attendance area shall be considered to be residing in the school’s attendance area.
- * Students placed in any school requested through this open enrollment policy no longer have first priority rights to enroll in the school of the attendance area in which they reside. Students who wish to return to the school in which they reside may apply for such enrollment.
- * Siblings of a student who have established residency in a school under this open enrollment policy shall have priority for available space at the school in succeeding years, if the older brother or sister is currently enrolled. Once the sibling has been enrolled, he/she has established residency at that school.
- * When requested open enrollment is not possible, students shall be placed on a waiting list for the school of choice and be enrolled in the school of the attendance area in which they reside.
- * Special Day Class students will continue to be placed through the Individual Education Plan Committee process.

I understand that my request will be considered along with other applications and a random selection process will be used to determine which pupils are confirmed for enrollment.

I agree to furnish appropriate transportation for this pupil from the area of residence in order for him/her to attend the school requested.

Signature of Parent or Guardian

Date

OFFICE USE ONLY

Decision: Approved Denied

(Reason) _____

Authorizing Administrator

Date

DISTRIBUTION: District Copy School of Choice School of Residence Parent/Guardian