



Moses Lake School District #161  
 920 W. Ivy Avenue  
 Moses Lake, WA 98837

**Out of Attendance Area Enrollment Form**  
**2018-2019 School Year**

Students in grades K-8 for the 2018-2019 school year are expected to attend their attendance area school unless their parent or guardian has made arrangements to enroll them in an “out of attendance area” school. Students are allowed to attend out of attendance area schools as long as there is sufficient room in the school and parents are responsible for transportation to and from school.

Students previously attending a school of choice **do not need** to complete the request form annually. A request form must be completed for **siblings** of choice students who attended the requested school during the previous school year.

All parents who would like to enroll their child in an out of attendance area school must complete an “Out of Attendance Area Enrollment Form” and return it to their child’s current school by May 11. Our goal is to notify parents regarding the status of their child’s out of attendance area enrollment prior to the end of the school year.

If there is space available to accommodate some, but not all, of the open enrollment requests within an attendance area, the determination will be made on the basis of a lottery system, which ensures fair treatment. Students who attended the requested school during the 2017/2018 school year or siblings of students in attendance at the requested school in 2018/2019 will be given first priority. Each first priority applicant will be assigned a number for the random lottery. Available spaces will be filled with first priority applicants in order of the priority number drawn no later than July 2 of each year. Priority two applicants will include new-to-the school applicants and any requests received after the May 11 deadline. Priority two applicants will be placed at the end of the priority list, in order of the date of request, and will not be notified of selection until after Labor Day.

Please complete the form below and return it to either your child’s school office or the administration office by 3:00 p.m. May 11.

**Due to overcrowding the District is not accepting applications to Garden Heights, Lakeview, Knolls Vista, Park Orchard, Peninsula or Sage Point.**

Student Name	Date of Birth	School Attending 2017/2018	Area School (Neighborhood School)	School requesting to attend	Grade 2018/2019
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Street Address: \_\_\_\_\_

City: Moses Lake State: WA Zip: 98837 Phone (home) \_\_\_\_\_

Parent/Guardian Name(s): \_\_\_\_\_ Phone (work) \_\_\_\_\_

\_\_\_\_\_  
 Today’s Date

\_\_\_\_\_  
 Parent Signature

**IT IS THE PARENT’S OR GUARDIAN’S RESPONSIBILITY TO PROVIDE TRANSPORTATION TO AND FROM SCHOOL FOR HIS/HER STUDENT(S) ATTENDING OUT OF ATTENDANCE AREA SCHOOLS.**

Office Use Only _____ Date Received
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