



School Year _____

"A Community of Opportunity and Learning"

Inter-District Open Enrollment Application

Please mark one: NEW APPLICATION RENEWAL APPLICATION
 (Deadline - May 31st) (Deadline - May 1st)

Student's Legal Name: _____ Grade Level: _____

Date of Birth: _____ Male Female District of Legal Residence: _____

What School District and Building is this student currently enrolled in? _____
(If your student is currently homeschooled, please write "homeschooled" and the School District that issued the acknowledgement of home school notice of exemption or excusal of mandatory attendance letter)

Name of Custodial Parent/Guardian: _____

Mailing Address: _____
 Street Number and Name City Zip Code

Physical Address (only if different than mailing address): _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Email Address: _____

Name of school requested: _____

If we are unable to honor your request, do you have a second choice? If so, what building? _____

Please check which of the following applies to your student:

Student was open enrolled at NCS last school year

Student is a sibling of a student that was open enrolled at NCS last year

New Applicant

Student has resided and attended in our school district but has moved out of the district and would like to continue at NCS

Parent/Guardian is an NCS Staff Member

Other (please explain): _____

Has this student been suspended or expelled for 10 or more consecutive days for the current semester or the semester immediately preceding the term for which admission is sought? Yes No

Does this student's education program include an IEP or 504? Yes No If yes, which? _____

If the student has an IEP or 504, what is the disability condition and type of services needed? _____

Grades 10-12: Number of total credits earned at the end of last school year: _____

New Applicants must provide the following documentation with this application:

- **Proof of Residency Document - Current Utility Bill (Gas, Electric or Water), Lease or Purchase Agreement**
- **Current Grade Card or Transcript**
- **Current IEP or ETR (if applicable)**
- **Custody Papers (if applicable)**

Renewal Applicants must provide a proof of residency document if your address has changed.

Please note the following information:

The Superintendent's office will notify you, in writing, of approval or denial of this request no later than five (5) days prior to the opening day of the school year.

The Newark City School District is not responsible for providing transportation for students attending NCS through Inter-District Open Enrollment.

If your request for Inter-District Open Enrollment is approved, you must submit a new application each school year.

Approval is based on building, grade level and program capacity.

Falsifying any information will result in denial or revocation of Open Enrollment.

Parent/Guardian Signature

Date

*By signing this application, the Parent/Guardian agrees that if the student is accepted for open enrollment at NCS, his/her child will abide by the Newark City Schools Code of Conduct listed in the Parent and Student Handbook.

(For Office Use Only)

Received by: _____ Date: _____ Time: _____

Approved by: _____ Rejected by: _____

Reasons: _____