

**WEBER SCHOOL DISTRICT**  
**STANDARD OPEN ENROLLMENT APPLICATION**

Revised 9/9/14

Date of Application \_\_\_\_\_

Please check appropriate box:

**Early Enrollment Period Transfer Application**  
(Submitted between December 1 and the third Friday in February in order to transfer the following school year.)

Year requested, 20\_\_\_\_\_

Please check appropriate box:

**Late Enrollment Period Transfer Application**  
(Submitted outside of the early enrollment period.)

Please check one and indicate the year requested:

Current year, 20\_\_\_\_\_

Next year, 20\_\_\_\_\_

An enrolled nonresident student shall be permitted to remain enrolled in a school, subject to the same rules and standards as resident students, without renewed applications in subsequent years unless any of the following occurs:

- The student graduates or is no longer a Utah resident
- The student is suspended or expelled from school
- The district determines that enrollment will exceed the open enrollment threshold.

Student Name \_\_\_\_\_

Current Grade \_\_\_\_\_ Student # \_\_\_\_\_

Legal Address \_\_\_\_\_

Phone \_\_\_\_\_ Birthdate \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

**Boundary School** \_\_\_\_\_

**Requested School** \_\_\_\_\_

**Current School** \_\_\_\_\_

Reason for Request \_\_\_\_\_

Is your student currently involved in any of the following special programs?

Resource (less than 60 min. /day)    Resource (60-179 min. /day)    Self-contained resource (180 or more min. /day)

I understand that all transfer requests are contingent on early enrollment capacity (“maximum capacity”) or late enrollment school capacity (“adjusted capacity”), special program limitations, staff availability, and/or circumstances under 53A-2-207(4)(c). If this request is granted, I agree that my child must remain at the requested school through the end of the requested school year. I understand that I, as parent or guardian, am responsible for transportation of my student to and from school. I understand that a student’s acceptance into a school or school district does not establish UHSAA eligibility.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Home Phone

\_\_\_\_\_  
Work Phone

\_\_\_\_\_  
Parent/Guardian -Please print

Approved    Denied   If denied, reason for denial \_\_\_\_\_

Signature of Principal \_\_\_\_\_ Date \_\_\_\_\_

▶ A student may be denied an open enrollment opportunity if the student has been suspended or expelled from a public school consistent with 53A-2-208(3)(b).

Has the student ever been suspended or expelled from a public school?    Yes    No   If yes, please explain: \_\_\_\_\_

▶ A student with prior behavioral problems may be granted *provisional enrollment* provided the student and parent sign an agreement with the school or the school district (1) establishing the conditions of continued enrollment and (2) notifying the parents/student that the student will be excluded from the school if the agreement is violated. The school or school district is responsible for the agreement as allowed under Section 53A-2-208(3)(c).

**Provisional enrollment:**    Denied    Approved per attached agreement

School: After a decision is made, fax a copy of this application to Student Services (476-7859)

## WEBER SCHOOL DISTRICT ENROLLMENT OPTIONS/RESIDENCY REQUIREMENTS

**If you are a resident of a Utah school district other than WSD and you want to attend WSD, or if you are a resident of WSD and you want to attend a school other than your resident school, you must complete an application form and follow these requirements in order to be considered.**

EARLY ENROLLMENT PERIOD TRANSFER APPLICATION
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1. The **EARLY ENROLLMENT PERIOD** begins on December 1 and continues through the third Friday in February.
2. Begin your application process at the REQUESTED school.
3. A one-time non-refundable \$5.00 processing fee payable to the requested school may be charged at the time your application is submitted.
4. If your application is approved, you will be expected to honor that commitment for the requested school year.
5. Your application may be rejected based on: (a) unavailable space in a building, grade, class or program; (b) unavailability of a program you require; (c) your unwillingness to comply with district policies; (d) your serious infractions of law or school rules, or chronic misbehavior which would, if it were to continue, endanger persons or property, cause serious disruption in the school, or place unreasonable burdens on school staff; or (e) negative effect on capacity, programs, class size, grade levels or school buildings of the resident or requested school.
6. If enrolled, you may remain enrolled unless one of the following occurs: (a) you graduate; (b) you are no longer a Utah resident; (c) you are suspended or expelled from school; (d) space is no longer available. Your school administrator will notify you by March 15 if you are to be excluded for the school year because enrollment within the school, grade level or program will exceed 90% of capacity. Last enrolled are first excluded.
7. The district may designate the school's students shall attend as they move from elementary school to junior high to high school. Attendance at a specific elementary or junior high does not guarantee attendance at a specific junior high or high school.
8. You are responsible for your own transportation to and from school unless (a) space is available on established routes, (b) no additional cost will be incurred by the district, **and** (c) the district is satisfied that no additional safety hazard will be incurred.

9. Although there is no guarantee, siblings of students already admitted through enrollment options have priority over other applicants.
10. **INTERSCHOLASTIC COMPETITIVE ACTIVITIES ELIGIBILITY.** Secondary students who are admitted under enrollment options are not eligible for interscholastic competitive activities (defined as athletics, drill team, adjudicated activities, and cheerleading) for one year after their first day of attendance, except under first entry option as described in Policy 4160 *Weber School District Residency Policy Including Extra Curricular Competitive Activities*.
11. False or misleading information regarding residence or guardian information will result in revocation of your enrollment option.
12. If you are denied enrollment or continued enrollment under this policy, you may appeal to the District Boundary Exception Committee. The Committee's decision shall be upheld in any later proceeding unless the decision is found, by clear and convincing evidence, to violate applicable law or regulations or to be arbitrary and capricious. Contact the Student Services Office at 476-7811 for information about appeals and enrollment options.
13. The application form should be completed and returned to the requested school as soon as possible before the third Friday in February. The school administrator will generally notify you in writing by March 31 of approval or denial of the application. You must notify an accepting school as soon as possible if you are unable to attend.
14. Regardless of school capacity students may apply based on a special need. Transportation, child care, peer groups and complaints about the current school are examples of issues the district does **not** consider to be special needs.

LATE ENROLLMENT PERIOD TRANSFER APPLICATION
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15. The **LATE ENROLLMENT PERIOD** is any time outside the Early Enrollment Period.
16. Paragraphs 2-14 above for the Early Enrollment Period apply to applications during the Late Enrollment Period. Do not check out of your resident school until you present the resident school with evidence you have been accepted at the requested school.

